



Residential Design Services

Your Best Home Value is a Home That is Right for You.



Introduction

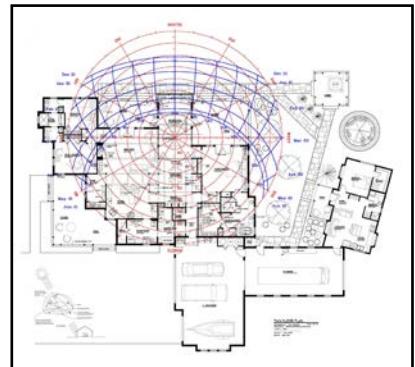
Designing your home may be the most complex, interesting and expensive project that you will ever undertake. However, under the care of Building Concept's exceptional Design and Engineering staff, your project will look far less daunting. Each of our Designers complete years of schooling and intensive apprenticeship prior to licensing, and have skills that are of great value to any homeowner wanting to build a new home or make improvements to their current home. During the past 20 years, BCI has worked with hundreds of clients in various capacities. We have the knowledge and experience to make your vision a reality.

Homeowners often underestimate the number of decisions that they will have to make before their home construction, addition or remodel can begin. The value of a professional design team is never more apparent than during the design or construction process. The design team at BCI thoroughly reviews items that may be missed by the homeowner to ensure that the house will be weather-tight and structurally sound, as well as functional and visually pleasing. BCI's Designers will help you define your needs, present options you may not have considered, and help you get the most value for your investment.

There is a certain magic that can be seen and felt in homes created through a close working relationship between owner and designer. The professionals at Building Concepts Inc. listen carefully to our clients and strive to integrate your vision with your budget. We work with each of our clients to create a total home environment, both interior and exterior, that is visually interesting and exciting as well as functional. We provide a range of residential design services to clients from complete design/ engineering services for a new home to assistance with additions and remodels. We take the opportunity to work with you on this important aspect of your life very seriously. We face each project with the goal in mind to create wonderful places for daily living, and we strive to make it a rewarding experience for both designer and client.

The Process

In our experience, most individuals interested in utilizing a design professional are unfamiliar with the design process. This pamphlet was developed to assist you in determining the level of service your project may require. The general process of designing a home or addition is broken down into phases, each of which focuses on a different aspect of the project. An understanding of each of these phases is important in order to grasp the full scope of the design process.



Programming – *Deciding What to Build*

The first phase, called Programming, is a time for information gathering. It is our time to listen, question and explore possibilities. It is vital for your Designer to understand your tastes and preferences. Many people like to gather pictures from magazines, books, and the Internet. This is your opportunity to indulge in a little creative daydreaming. The goal is not simply to list elements or features that are appealing to you, but to understand the reasons behind those choices. Many methods are available to help describe your dreams: you may jot down the activities that you like to do in your home, or prepare ‘wish lists’ and ‘reality lists’. You may find it helpful to walk through your existing home noting your likes and dislikes, which areas you use frequently, and which you hardly ever use. The more that you can tell us about what you like and need, the closer we can come to fulfilling your new home vision.

Thorough programming doesn't take a tremendous amount of time, but it does require more effort than simply listing the rooms and features you want. It will give you clear criteria by which to evaluate our work and make it much more likely that your new home will meet or exceed your expectations. You will be asked for input throughout the entire process, proceeding gradually from larger, more general concerns to smaller, more specific details.

Other tasks also need to be accomplished before the start of design. You will need to provide us with a site survey so that factors affecting the building can be analyzed. We may have to perform an on-site visit to assess site conditions (topography, vegetation, climate, context, local traditions, available resources, etc.), graph the sun path and diagram the site constraints and views. If you are remodeling or building an addition, it will be necessary for us to document your existing house (including taking photographs, measuring and preparing scale drawings).

Even with original blueprints, some verification of existing conditions will be necessary. We rigorously research the vernacular and archetypes of similar buildings as well as nearby structures. Mapping local building ‘traditions’ and materials can yield a wealth of ideas and inspiration! Research of applicable codes as well as regulatory approval requirements also occurs at this step. We work closely with you to develop clear goals, which are the basis of the design. We gain an understanding of the uses proposed during different times of day and times of year. At this point the program will be carefully assessed, with a keen eye on efficiency, flexibility and multi-use. We determine which functions can be held out-of-doors or in transitional spaces, so the building can “expand” in the summer and “shrink” in the winter into cozier, more easily heated spaces.

Preliminary Design – *Rough Sketches*

Once you have decided what to build, the actual design begins with a series of rough sketches known as ‘schematic designs’. The Designer and client evaluate the schematic designs together to identify the positive and negative qualities of each. While one option may present itself as more suitable than another, all of the sketches contain useful lessons and ideas. This information is used to draw a more finely tuned schematic design that shows the general arrangement of rooms and the placement of the building on the site. Further ideas are explored and

evaluated with you through the use of drawings and 3-D computer models (optional) until a direction for the design is set. These preliminary design sketches convey the overall design by illustrating the shape, slope of roofs, approximate size and location of walls, windows, doors and cabinets. These sketches are adequate for gathering preliminary cost figures based on area, but do not contain the resolution or detail required for construction.

It is vital that these preliminary designs capture the essence of what your project will be and that you and your Designer are in agreement about the design direction. This is the part of the process where your imagination and your Designer will bring the project to life and begin to truly envision it as reality.

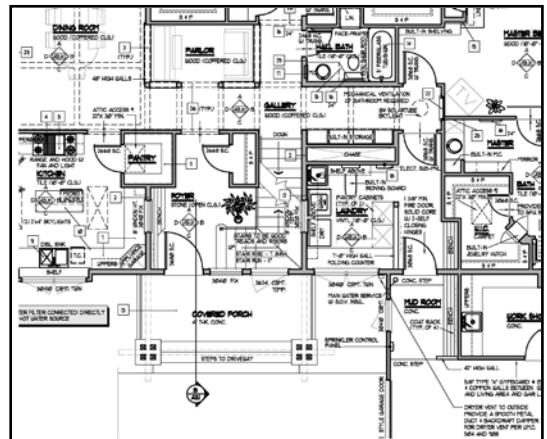
Design Development – *Refining the Design*

In this step the Designer prepares more detailed floor plans, elevations and cross sections to illustrate other aspects of the design. All decisions are finalized prior to being documented in the blueprints. These include decisions about interior and exterior materials and finishes, lighting, windows and cabinets. Other technical matters such as the type and placement of insulation, the structural system, and moisture protection must also be determined. When looking at these drawings, try to visualize yourself actually using the spaces. Do the traffic patterns flow well? Does each space serve its intended purpose? Do you like the way it looks and the materials that have been selected?



Construction Documents – *Preparing the Working Drawings*

The next phase sets down on paper all the decisions made to this point for incorporation into the finished project. These working drawings, which can also be called ‘construction documents’, consist of both drawings and specifications. The drawings are detailed and illustrate the quantity and relationship of all work required to build the project. The specifications are a comprehensive written documentation outlining the levels of quality to be met in materials and workmanship. The contractor will use these documents to establish the actual construction cost and to build the project. These construction documents become a part of your contract with the general contractor or builder and establish his contractual obligations. As a result, anything not contained in the documents is left to the contractor's discretion and may potentially lead to additional charges for you.



Thorough, high-quality documentation means that there will be fewer problems and delays during construction, since most decisions have been made before construction begins. The more detailed and complete the construction documents, the more accurate the bid price will be.



Hiring the Contractor – *The Bidding Process*

Our professional staff can provide assistance in evaluating the qualifications and bids from Contractors as well guide you through negotiating your contract. The first and most traditional approach is to ask 2 or 3 general contractors to bid the project using completed construction documents. As the Designers of your project, we are in

the best position to coordinate the bidding process by answering bidders' questions, evaluating requests for substitutions, providing updated information to all bidders, establishing a bidding format and analyzing the often confusing bids. Your designer will help you make the contractor selection based on the best value. Another approach to selecting a contractor is to pre-select the General Contractor early in the design process and work together to obtain input during the design process. When construction documents have been completed, your Contractor will often obtain competitive bids from subcontractors. This approach is used quite commonly, particularly when contractors are especially busy. The benefit to you in hiring a contractor early in the design process is that you may get their early input, reserve your place in their schedule and still benefit from competitive prices for the majority of the project. Your Designer can be extremely valuable in helping you to obtain a complete and carefully bid contract with your General Contractor. While the Designer may suggest potential Contractors and assist in the selection process, the choice is ultimately yours.

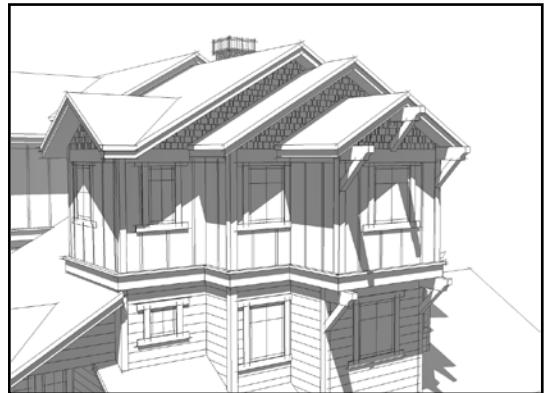
Construction

The Designer's involvement normally does not stop with the preparation of construction documents. Your Designer will act as your representative by monitoring the Contractor's work for conformance with the working drawings and contract. Knowing the intent of the drawings is crucial to proper interpretation. Your Designer is the best qualified person to provide assistance to ensure your finished home is built as intended. This assistance to the Contractor can consist of answering questions by phone, providing regular site visits to observe the work, providing supplemental drawings as requested by the Contractor, reviewing shop drawings, materials and product samples, and reviewing requests for design changes. Your Designer's involvement in this phase can create a smooth transition from construction documents to a completed project. Other services are also available. These include reviewing and approving the Contractor's applications for payment and keeping you apprised of the project's progress. The Contractor has sole responsibility for construction methods, techniques, schedules and procedures. Your Designer is a highly trained and experienced professional representing you in this complex process. The Designer can ease the way by helping you avoid wrong turns and can also direct you to solutions you never considered. The result is a unique home created to meet your needs, express your individuality and to provide enjoyment to everyone who uses it.



Levels of Services & Fees

When you choose to hire a Professional Designer, you are welcoming into your project a highly trained imagination. There is an immense value to working with a person skilled in thinking three-dimensionally to envision the best possible solution to your needs. Value is added further as this professional expertise leads the way to defining your requirements, creating construction documents to address them and coordinating with your Contractor. The Designer also acts as your advocate in the fascinating and often complex process of turning dreams into reality. Several factors will impact the decision regarding the appropriate level of Design services for your project: its size and complexity, the location and the budget, as well as your own experience and involvement. Each project is unique and each Project Designer works in a distinct way.



Philosophy

Our highly qualified Project Designers have chosen to spend their lives creating residential projects. The BCI Design Staff are passionate about specifically designing homes that will speak harmoniously to the lives that they intend to serve. As a firm specializing in residential design, we are very aware how important a home is to its owners, what enormous emotional energy is lavished upon it, and how unnerving it can be to work at the mercy of others in the shaping or reshaping of that home. We have developed our services to eliminate as much of that stress as possible.

Key Concepts & Goals

1. Building a low-energy, resource-efficient home reduces utility bills, improves indoor environmental quality and preserves the environment for future generations.
2. People buy homes that are safe, healthy, comfortable, resource-efficient and aesthetically pleasing.
3. Building in harmony with the environment can bring economic benefits such as increased property values and lower cost of ownership.
4. Decisions made early in the site planning and design process often have the greatest impact on the cost and performance of the home.
5. The home should meet comfort needs by using climate-specific, energy-efficient strategies, renewables, and green products.
6. Design for optimal control of water around the site, near the building, and in and through the building envelope.
7. Become a responsible steward of the environment.

We look forward to working with you.

A handwritten signature in black ink that reads "Patrick Clark". The signature is fluid and cursive, with "Patrick" on the top line and "Clark" on the bottom line.

Patrick Clark, President
Building Concepts, Inc.