$C A S A T O P I A^{\circ}$

DESIGN PROCESS

Initial client consulting

1. Project understanding

2. Identify project types

Schematic conceptual design

- 1. Create design concept
- 2. Establish essence and goals
- 3. Define scope of work
- 4. Generate project schedule and budget

A. Architectural | new build

- B. Architectural | remodel/addition
- C. Interior design + decor
- D. Built-ins + custom furniture
- A. Vision | images gathering B. Design process discussion
- C. Aligning style and function
- D. Architectural interpretation

Select:

1. Plumbing

2. Appliances

4. Carpentry

6. Wall finishes

5. Flooring finishes

3. Cabinets and counters

- 5. Initiate builder/contractor selection
- 6. Identify decision maker
- 7. Retainer agreement | work scheduled

Design development and construction documents



1. Architectural detail research 2. Product research 3. Pricing research

- 4. Create 3D architectural model
- 5. FF & E concept selection
- 6. Overall design presentation
- 7. Architectural design revision
- 8. Architectural design finalization
- 9. Client sign-off
- 10. Construction documents

Specification & bid review and purchase order

- 1. Complete contract document
- 2. Initiate 12 step program
- 3. Create fixture and equipment spec book 4. Bid out contract documents
- 5. Select builder | contractor
- 6. Review project budget and schedule
- 7. Revisions per budget
- 8. Finalize contract document and spec book 9. Client sign-off

Interior furnishing and decor

- 1. Furniture selection
- 2. Furniture presentation
- 3. Soft approval | item entry | deposit
- 4. Finalize furniture selection
- 5. Finalize furniture spec book
- 6. Purchase order confirmation
- 7. Delivery scheduling 8. Quality inspection
- 9. Manage damages | repairs
- 10. Final installation

Construction and administration

- 1. Permits and jobsite prep
- 2. Obtain jobsite access and insurances
- 3. Create construction schedule
 - 4. Jobsite walkthoughs with trades

Quality control assurances Trades include framing, plumbing, electrical, tile, cabinetry, paint and

- 7. Windows and trims
- 8. Doors and hardware
- 9. Lighting
- 10. Specialty equipment
- 11. Pavers | hard surfaces
- 12. Pool finishes

Simultaneously

Specialty installations