Stages of the Design & Building Process

Overview

At All Australian Architecture we consider each project in terms of self contained stages (see below).

Each stage is independent and does not tie you into completing every stage of your project with us.

For both new homes, renovations and extensions, each stage of the process is the same, and the extent of our service is up to you.

We can do full or partial services and work at hourly rates.

During our initial service we can 'workshop' your project and work out the best approach for you.

	Stages
0	*Initial Service*
1	*Site Measure*
2	*Feasibility Planning*
3	*Concept Design*
4	*Design Development*
5	*Approval Submission*
6	*Post Submission*
7	*Interior Design*
8	*Tender Document*
9	*Construction Certificate*
10	*Contract Admin*

0 - Initial Services

We start every project with an initial meeting. It's a specific process that we follow to help our clients get the best results.

Aims:
Professional advice to get you started and moving in the right direction from day 1.

Likely scope of work
- *Initial research (in office)*
- *Site meeting (approx. 2hrs)*
- *Recording brief, taking notes, checklists*
- *Discussion of budget, property values*
- *Construction cost assessment*
- *Design ideas and feedback*
- *Retainer agreement to engage us for our services*

Some of the things we consider
- *Current and future needs / looking ahead*
- *Approval options ie. DA / Complying / Exempt work*
- *Value for money, resale, masterplanning and staging*

Work we usually produce
Professional advice on site

Fee guide
$ 660 (including GST.)

Timeframe
Book online, usually about one week's notice

Other services we offer
- *Pre - purchase advice*
- *Hourly rate service*
- *Architectural & Interior Design*

Before you begin any design work - get professional advice to ensure your project is well founded and viable.

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1 - Site Measure

Aims:
The usual starting point is to get measured plans / 3D model of the existing property and surrounds.

Likely scope of work
- *Systematic measure*
- *Site photos*
- *Site notes*

Some of the things we consider
- *Existing site / property integrity*
- *Opportunities and constraints*
- *Existing set-backs including neighbours*
- *Privacy, overshadowing and overlooking issues*
- *Construction materials and sizes*
- *Site drainage, sewer and easements*

Work we usually produce
- *Colour coded measured plans at 1:100 (A3 size)*
- *Measured 3D model of property and surrounds*
- *Walkthrough of existing building / site*
- *CAD files*

Fee guide
Generally between $2200 - $3300 depending upon size and complexity

Timeframe
The site work usually takes between 2.0 - 4.0 hours, and completion of measured drawings / model can take 1-2 weeks.

Working off accurate drawings can save you money during the build, as it can reduce mistakes.

2 - Feasibility Planning

Aims:
Most projects require some initial design and costing to determine their viability and to help define the proposed scope of work or explore options.

Likely scope of work
- *Initial concept planning off a site measure, previous renovation drawing or existing plans*
- *Adding up areas, refining scope of work*
- *Exploring design ideas and options quickly*
- *Applying costs to the work proposed*

Some of the things we consider
- *Value for money*
- *Future design needs*
- *Likely approval process and controls*
- *Timeframe & time planning*
- *Current and improved resale value discussions*
- *Masterplanning, staging*
- *Overall feasibility and viable options*

Work we usually produce
- *CAD sketch plans at 1:100*
- *Building cost summary for budgeting purposes*

Fee guide
Generally hourly rate service is required to investigate options and feasibility.

Timeframe
Usually 1-2 weeks for the first planning sketches

The feasibility process can save you money by getting your brief and budget sorted earlier in the process.

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3 - Concept Design

Aims:
To create a design that meets your brief and exceeds your expectations.

Likely scope of work
- *Initial design sketches from site measure, photos, brief and summary of controls*
- *Working up 3D design model including some context, and incorporating a levels survey (by surveyor)*
- *Controls table for areas, set-backs and envelope*
- *Presentation meeting and follow up design notes*

Some of the things we consider
- *Value for money*
- *Future-proofing your lifestyle*
- *Low maintenance & energy efficient design*
- *Staging (if necessary)*

Work we usually produce
- *Concept design plans layouts (A3) with furniture and wet area layouts*
- *3D Images & 3D Walk-through model, uploaded to our website so you can download and explore yourself (PC, Mac or iPad)*
- *Estimate of construction cost from our own web based building cost calculator*

Fee guide
Refer our Retainer Agreement for a range of likely fees

Timeframe
2 - 4 weeks usually.
But may be longer depending upon the brief.

A great design will really add value to your lifestyle, not just to your properties resale value.

4 - Design Development

Aims:
To further resolve and improve our initial concept sketches and prepare drafted preliminary plans, elevations and sections for review, costing and approval submission.

Likely scope of work
- *Incorporate changes from Concept Design stage*
- *Using design model to prepare draft General Arrangement (GA) drawings for issuing to consults*
- *Increase in level of detail shown on the drawings*

Some of the things we consider
- *Fine tuning the scope of work to get the most from your approval and save time / cost in the future*
- *Modifications and improvements as we work through the design in more detail, such as window, doors and skylights, material, finishes and fixtures*

Work we usually produce
- *90% Council ready GA plans, elevations and sections 1:100*
- *Revised 3D design Images*
- *Updated 3D Walkthrough model*

Fee guide
Refer our Retainer Agreement for a range of likely fees

Timeframe
2 - 4 weeks usually.
But may be longer depending upon the brief.

Every good idea needs to be worked out in more detail. A lot of extra value can be found in the design development stage.

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5 - Approval Submission

Aims:
This is about getting the approval you need - which could be via a council development application (DA) and / or via the Exempt and Complying Development Codes (CDC).

Likely scope of work
- *Incorporate changes from Design Development stage*
- *Getting quotes from consultants, and co-ordination of their work and incorporation into approval documents*
- *Site Plan, Site Analysis Plan, Finishes Schedules*
- *BASIX Certificate (excl. ABSA if required)*
- *Shadow diagrams (if required)*

Some of the things we consider
- *Best submission strategies to gain council approval*
- *Covering everything council requires to minimise delays but without providing too much information that locks you in*
- *If by staging work with separate or additional applications can achieve a better result ie. easier / quicker approval*

Work we usually produce
- *Full DA or CDC submission set*

Note: Some work is done by consultants. Refer to our guide detailing the work of consultants.

Fee guide
Varies depending upon the type and number of applications required. All work is completed at hourly rates where required.

Timeframe
We aim for 4 weeks, but can be longer depending on the work of consultants.

A quick and easy approval, so you can stay friends with your neighbours now and in the future.

6 - Post Submission

Aims:
Many of our projects are pushing the envelope of what is allowed, and will require some negotiation process or additional information to gain approval.

Note: This stage of service may not be required.

Likely scope of work
- *Monitoring the approval process*
- *Responding quickly where additional information is required, and co-ordination this information*
- *Preparing supporting information, attending council meetings, hearings or LEC*
- *Calls, emails, meetings and discussions, following research to assist in gaining approval*
- *Discussion with neighbours*

Some of the things we consider
- *Where and when we can use the Exempt and Complying Codes to achieve approval*
- *How and when to suggest modifications that may be more acceptable and achieve approval*

Work we usually produce
Often the stage is not required, but where it is required, having an experienced architect on board can make all the difference.

Fee guide
Hourly rate as required

Timeframe
N/A

We go the extra mile so you can get your project approved more easily. Our support during the approval assessment process will save you time and money.

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7 - Interior Design

Aims:
We offer a full interior design service to ensure your home has the look and feel that you want, both inside and out.

Likely scope of work
- *Lighting design and fixture selection*
- *1:50 Reflected ceiling plans and electrical layouts*
- *1:20 Details for kitchens and pantry design*
- *Incorporating the work of consultants*
- *Flooring, walls, ceilings, trims*
- *AC grille layout and design of ducting, return air*
- *Window covering and built in pelmets*
- *Wet area layouts, fixtures, fittings, tiling and detailing*
- *Joinery design, stonework, glazing, fireplaces*
- *Colours and materials, sealers and finishes*
- *Architectural details*

Some of the things we consider
- *Classic design that complements and lasts*
- *Low maintenance materials and details*

Work we usually produce
- *Simple yet detailed larger scale drawings*
- *Sources and provide schedules of finishes, fixtures, materials, appliances and fittings*

Fee guide
Our work is very detailed and our fees offer excellent value compared with traditional interior design services.

Timeframe
For full interior design you should allow at least 6-8 weeks for design, selections and complete documentation.

A well designed and detailed interior is essential to complement the architecture.

8 - Tender Documents

Aims:
To provide detailed construction documents for tendering to builders and for construction, that are easy to read, cost effective, produce a quality result, and minimise the chance of variations or incorrect work.

Likely scope of work
- *Preparing standard and specific specifications*
- *Pre-tender actions including the selection of contract, completion of clauses & selection of tenderers*
- *Clarifying tenders, & assisting with the evaluation of tenderers, along with contractual obligations*
- *Assistance with cost planning*

Some of the things we consider
- *Providing details that offer the best value for money*
- *Integrating all the selected finishes, fixtures, materials, appliances and fittings into the design*
- *Providing details and specifications that minimise ongoing maintenance, are service-able and long lasting*

Work we usually produce
- *A tender / construction set with the appropriate layouts, details, diagrams, schedules and specifications*
- *Help sourcing appropriate builders and trades, along with suppliers and manufacturers / other professionals*

Fee guide
Can be quoted based on fit-out areas or specific items, or at hourly rates where required.

Timeframe
For preparation, 4 weeks tendering and negotiation, you should allow 6-8 weeks in total.

A simple and well managed tender process should result in lower tenders and less chance of future variations or disputes on-site.

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9 - Construction Certificate

Aims:
Construction Certificate approval (CC) via a Principal Certifier (PC). This is the final step before you can start building and requires your building signed up and ready to go.

Likely scope of work
- *Discussion of the process and certifiers, arranging quotes*
- *Assistance with the paperwork*
- *Updating our own documents including incorporation of changes, amendments, approval conditions, structural design details*

Some of the things we consider
- *Compliance with DA conditions of approval*
- *Ways to speed up the process*

Work we usually produce
- *CC Set - including work done by consultants, some of which is only arranged following the DA approval stage*

Fee guide
Our tender drawings are usually CC ready but can require some amendment so our hourly rate service is recommended.

Timeframe
1 - 4 weeks depending upon consultants and level of construction documents required.

The CC stage can offer you the chance to sidestep some of the constraints of a DA process - we often add a lot of value here while still being 'consistent with the approval'.

10 - Contract Admin

Aims:
To ensure the project is properly built, built in accordance with the drawings, the approval and to the builder's contract sum - with a minimum of variations.

Likely scope of work
- *Periodic inspections during construction, comparison against approval and tender documents.*
- *Administer contract between Proprietor & Contractor incl. certificates required in the building contract*
- *Assessments of the cost of built work at each progress claim submitted by the builder*
- *Ongoing details & documentation to complete the building & assist the builder*
- *Assisting the builder in setting out the works*
- *Assistance with changes and variations*

Some of the things we consider
- *Superior building practice*
- *Identifying improvements that can occur onsite*
- *Solving problems and minimising any variations or additional site works*

Work we usually produce
- *The completed building, on time, on budget, happy clients*

Fee guide
Full services can be quoted based on the building program and period of invoicing. Partial services may be available including additional details and changes at hourly rates.

Timeframe
For the construction process and beyond through to the end of the defects liability period - depends on building program.

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