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## *Design / Build Process*

Howland Built Construction builds both projects that it designs and those that are designed by other architects or designers. Our firm has developed a process to handle both situations and to insure a successful project. Either way Howland Built works to develop its clients' ideas and dreams into a built reality.



This process can be overwhelming for some, and many clients prefer working with one firm to both design and build. By working with Howland Built Construction's design and construction teams, communication is seamless and the production staff is ready to build the project once the construction contract is signed. In addition to providing great design, Howland Built will provide budgeting throughout the process and be able to advise the client when the design is pushing the cost above the budget. A realistic idea of budget and scope of work are essential to successfully designing and building

any construction project.

**INITIAL CONSULTATION** - Howland Built Construction will visit your house for approximately one or two hours to meet with you. We ask that all decision makers attend this meeting. We will tour your house and discuss your goals. Then we will discuss budget, timing, and feasibility. If all parties feel that Howland Built is a good fit for the project, we will proceed with a conceptual estimate and we will set a follow up appointment within two weeks to review the conceptual estimate.

**CONCEPTUAL ESTIMATE** - Howland Built Construction will perform a conceptual estimate at the very beginning of the process for clients who are considering a remodeling project or who are considering purchasing a house that will need extensive renovation. This estimate creates a range of anticipated costs for the project and we only involve our trade contractors and vendors at this point in special circumstances. There are no plans at this point, and you want to realistically determine if what you are considering is achievable.

The conceptual estimate would achieve the following goals:

- *Define the basic scope of work*

- *Search for similar ideas in architectural magazines and books and possibly develop rough sketches*
- *Develop a rough idea of specifications and finishes*
- *Develop a ball park estimate within 25% accuracy range*
- *Determine which design path is appropriate for the budget*

This estimate is typically between one and two pages and takes approximately one week to develop. We will make assumptions based on our initial meeting and our experience with similar projects. The proposal will be presented in a format that follows the order of construction and details the assumptions that Howland Built has made for the project. The proposal will present a budget range for the project with a twenty five percent cost range. This is a service we provide and there is no fee for the conceptual estimate. Once the conceptual estimate is approved, we will need to have conversations about the schedule, logistics and other issues and sign the design agreement “partner plan”.

**DESIGN AGREEMENT “PARTNER PLAN”** - Howland Built Construction will create plans, specifications and budget for the project under the design agreement. These services are billed at \$75 per hour for design services and \$75 per hour for budget estimating services plus expenses. Regular meetings will be scheduled approximately every two weeks to review progress on the design, meet at showrooms and select fixtures and finishes. Once the plans have been refined to a single conceptual scheme, Howland Built will estimate the plans and produce a fixed price proposal. If the **fixed price proposal** is accepted, a construction contract is then signed. The construction contract reserves a spot in the Howland Built construction schedule and hires Howland Built to work to obtain the building permits. The regular meetings will continue until all the design details are complete.

The design agreement “partner plan” is separate from the construction contract. The design and construction contracts will be billed under the terms of each specific agreement.

**CONSTRUCTION CONTRACT** - Howland Built Construction develops a fixed price agreement to build the project. The contract will include a scope of work and specifications and references the final set of architectural plans. These documents will elaborate on the plans and define the project. The construction contract will describe the construction schedule and will include a payment schedule for the project. The contract will need to be signed before windows, doors and other special order items are ordered.