

Scope of Architectural Services						
Project Inception	Project Assessment	Concept Approval	Approvals from Authorities	Awards of Construction Contract	Substantial Performance of Construction/Occupancy Permit	
1.0 Pre-design	2.0 Schematic Design	3.0 Design Development	4.0 Construction Documents	5.0 Bidding or Negotiation	6.0 Construction Phase – Contract Administration	7.0 Post-construction
<b>ARCHITECT'S SERVICES</b> <ul style="list-style-type: none"><li>Facility programming</li><li>Space relationships/flow diagrams</li><li>Project development scheduling</li><li>Project budgeting</li><li>Life cycle cost studies</li><li>Economic feasibility studies</li><li>Agency consulting/review/approval</li><li>Site selection/analysis utilization</li><li>Environmental studies</li><li>Energy studies</li><li>Existing facilities surveys</li><li>Client-supplied data coordination</li><li>Services related to project management</li><li>Presentations</li><li>Marketing studies</li><li>Project financing</li><li>Special studies</li><li>Re-zoning assistance</li><li>Project promotion</li></ul>	<b>ARCHITECT'S SERVICES</b> <ul style="list-style-type: none"><li>Client-supplied data coordination</li><li>Program and budget evaluation</li><li>Review of alternative design approaches</li><li>Architectural schematic design</li><li>Schematic design drawings and documents</li><li>Statement of probable construction costs</li><li>Client consultation</li><li>Interior design concepts</li><li>Special studies (future facilities, environmental impact, etc.)</li><li>Special submissions or promotional presentations</li><li>Special models, perspectives or computer presentations</li><li>Project management</li><li>Agency consultation</li></ul> <b>CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Structural design concepts</li><li>Mechanical design concepts</li><li>Electrical design concepts</li><li>Statements of probable costs</li></ul> <b>SPECIAL CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Civil engineering design development</li><li>Landscape development</li><li>Detailed construction cost estimates or quantity surveys</li></ul>	<b>ARCHITECT'S SERVICES</b> <ul style="list-style-type: none"><li>Client-supplied data coordination</li><li>Design coordination</li><li>Architectural design development</li><li>Design development drawings and documents</li><li>Statement of probable construction costs</li><li>Client consultation</li><li>Interior design development</li><li>Special studies/reports (planning tenant or rental spaces, etc.)</li><li>Promotional presentations</li><li>Models, perspectives or computer presentations</li><li>Project management</li><li>Agency consultation</li></ul> <b>CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Structural design development</li><li>Mechanical design development</li><li>Electrical design development</li><li>Statements of probable costs</li></ul> <b>SPECIAL CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Civil engineering design development</li><li>Landscape development</li><li>Detailed construction cost estimates or quantity surveys</li></ul>	<b>ARCHITECT'S SERVICES</b> <ul style="list-style-type: none"><li>Client-supplied data coordination</li><li>Project coordination</li><li>Architectural construction documents (working drawings, form of construction contract and specifications)</li><li>Document checking and coordination</li><li>Statement of probable construction costs</li><li>Client consultation</li><li>Interior construction documents</li><li>Alternative bid details and special bid documents</li><li>Project management</li><li>Agency consultation</li></ul> <b>CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Structural construction documents</li><li>Mechanical construction documents</li><li>Electrical construction documents</li><li>Statements of probable costs</li></ul> <b>SPECIAL CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Civil engineering construction documents</li><li>Landscape documents</li><li>Detailed construction cost estimates or quantity surveys</li></ul>	<b>ARCHITECT'S SERVICES</b> <ul style="list-style-type: none"><li>Issue bidding documents</li><li>Issue addenda</li><li>Bid evaluation</li><li>Construction contract</li><li>Client consultation</li><li>Separate bids or negotiated bids</li><li>Services related to bidders' proposals</li><li>Project management</li></ul> <b>CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Issue bidding documents</li><li>Issue addenda</li><li>Bid evaluation</li></ul> <b>SPECIAL CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Issue bidding documents</li><li>Issue addenda</li><li>Bid evaluation</li></ul> <b>SPECIAL CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Structural inspection/reports</li><li>Mechanical inspection/reports</li><li>Electrical inspection/reports</li><li>Record drawings</li><li>Certification of progress</li></ul> <b>SPECIAL CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Civil construction inspection</li><li>Landscape inspection</li><li>Detailed cost accounting</li></ul>	<b>ARCHITECT'S SERVICES</b> <ul style="list-style-type: none"><li>Construction review</li><li>Progress reports/evaluation</li><li>Process Certificates for Payment</li><li>Interpretation of contract documents</li><li>Review of shop drawing product data/sample</li><li>Change orders</li><li>Substantial Performance Report and certification</li><li>Client consultation</li><li>Interior construction inspection</li><li>Full-time project representation</li><li>Administration of separate contracts</li><li>Project management</li><li>Promotional material</li><li>Record drawings</li><li>Agency consultation</li></ul> <b>CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Structural inspection/reports</li><li>Mechanical inspection/reports</li><li>Electrical inspection/reports</li><li>Record drawings</li><li>Certification of progress</li></ul> <b>CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Start-up assistance</li><li>Systems performance review</li><li>Non-building equipment selection</li><li>Life cycle cost monitoring</li><li>Environmental monitoring</li><li>One-year warranty inspections</li></ul>	<b>ARCHITECT'S SERVICES</b> <ul style="list-style-type: none"><li>Field review</li><li>Deficiency assessment</li><li>Instructions for correction of deficiencies</li><li>Review of warranties</li><li>Total performance inspection and certification</li><li>Client consultation</li><li>Start-up assistance</li><li>One-year warranty inspections</li></ul> <b>OTHER SERVICES</b> <ul style="list-style-type: none"><li>Fine arts/ crafts/ graphics</li><li>Non-building equipment selection</li><li>Building analysis and reports</li><li>Services related to alterations and demolition</li><li>Life cycle cost monitoring</li><li>Environmental monitoring</li><li>One-year warranty inspections</li></ul> <b>CONSULTANTS' SERVICES</b> <ul style="list-style-type: none"><li>Start-up assistance</li><li>Systems performance review</li><li>Non-building equipment selection</li><li>Life cycle cost monitoring</li><li>Services related to alterations and demolition</li></ul>