

## SPECIALIZED ARCHITECTURAL SERVICES

The following is a list of some of the specialized services offered by CZAI or coordinated with special consultants.

<p><b>Pre-design Services</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Facilities Programming</li> <li><input type="checkbox"/> Feasibility Studies</li> <li><input type="checkbox"/> Existing Site and Facilities Analysis</li> <li><input type="checkbox"/> Traffic and Parking Studies</li> <li><input type="checkbox"/> Existing Equipment and Furniture Inventories</li> <li><input type="checkbox"/> Energy Analysis</li> <li><input type="checkbox"/> Master Programming and Planning</li> <li><input type="checkbox"/> Environmental Studies</li> <li><input type="checkbox"/> Space Schematics/Flow Diagrams</li> <li><input type="checkbox"/> Marketing Studies</li> <li><input type="checkbox"/> Financial Analysis</li> <li><input type="checkbox"/> Project Financing</li> <li><input type="checkbox"/> Advisor for Architectural Competitions</li> <li><input type="checkbox"/> Preparation of Proposal Call Documents</li> </ul> <p><b>Post-construction Services</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Commissions Services</li> <li><input type="checkbox"/> Post-Occupancy Studies</li> <li><input type="checkbox"/> Maintenance and Operational Programming</li> <li><input type="checkbox"/> Building Maintenance Manuals</li> <li><input type="checkbox"/> Post-Occupancy Evaluation</li> </ul> <p><b>Site Development Services</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Site Analysis and Selection</li> <li><input type="checkbox"/> Site Development Planning/Site Plan Agreement</li> <li><input type="checkbox"/> Detailed Site Utilization Studies</li> <li><input type="checkbox"/> On-site Utility Studies</li> <li><input type="checkbox"/> Off-site Utility Studies</li> <li><input type="checkbox"/> Environmental Studies and Reports</li> <li><input type="checkbox"/> Zoning and Land Use Amendments</li> <li><input type="checkbox"/> Geotechnical Engineering</li> <li><input type="checkbox"/> Site Surveying</li> <li><input type="checkbox"/> Legal Survey</li> <li><input type="checkbox"/> Landscape Design</li> </ul>	<p><b>Materials and Systems Testing</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Procurement of Testing Services</li> <li><input type="checkbox"/> Review of Analysis of Testing</li> </ul> <p><b>Promotion of Public Relations</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Preparation of Press Releases</li> <li><input type="checkbox"/> Preparation of Promotional Brochures</li> <li><input type="checkbox"/> Presentations at Public Meetings</li> <li><input type="checkbox"/> Preparation of Leasing Material</li> <li><input type="checkbox"/> Preparation of Models</li> <li><input type="checkbox"/> Preparation of Renderings</li> <li><input type="checkbox"/> Condominium Documentation</li> <li><input type="checkbox"/> Computer Presentations</li> </ul> <p><b>Documentation Services</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Preparation of Special Certificates and Letters of Assurance</li> <li><input type="checkbox"/> Certified Area Calculations</li> <li><input type="checkbox"/> As-Built Drawings and Computer Files</li> <li><input type="checkbox"/> Preparation of Measured Drawings</li> <li><input type="checkbox"/> Building Inspection and Reporting</li> <li><input type="checkbox"/> Aerial Site Photography</li> <li><input type="checkbox"/> Still Photography of Existing Conditions</li> <li><input type="checkbox"/> Periscope Photography of Models</li> <li><input type="checkbox"/> Presentation Photography of Renderings or Models</li> <li><input type="checkbox"/> Construction Progress Photographs</li> <li><input type="checkbox"/> Architectural Photography of Completed Building or Site</li> <li><input type="checkbox"/> Videotaping</li> <li><input type="checkbox"/> Computer Database</li> <li><input type="checkbox"/> Inventories of Materials, Equipment or Furnishings</li> </ul> <p><b>Architectural Conservation</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Historic Building Documentation</li> <li><input type="checkbox"/> Heritage Conservation District Studies</li> <li><input type="checkbox"/> Conservation Reports</li> </ul>	
ARCHITECTURE	INTERIOR DESIGN	PLANNING
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**Interior Design and Design Services**

- Space Planning
- Adaptation of Mechanical and Electrical Systems to Tenant Needs
- Preparation of Furnishing Requirements
- Bidding or Purchasing Procedures for Furniture
- Furniture and Equipment Selection and Layout
- Special Furnishings Design
- Tenant-related Services
- Interior Partition Location
- Furniture and Finishing Specifications
- Selection of Interior Materials, Finishes and Colours
- Procurement of Furniture
- Coordination of Installation and Delivery of Furniture
- Design on Interior and Exterior Signage and Symbols
- Selection of Acquisition of Fine Arts or Crafts
- Documentation of Requirements and Procurement of Graphics Work

**Project Administration and Construction Management Services**

- Project Administration
- Disciplines Coordination/Document Checking
- Consulting with and Review and Approval of Authorities
- Submittal Services
- Owner-supplied Data Coordination
- Schedule Development/Monitoring
- Testing and Inspection Administration
- Project Representation
- Supplemental Documentation

**Project Administration and Construction Management Services Cont'd**

- Administration of Multiple Contracts
- Detailed Cost Estimate of Quantity Surveys
- Value Analysis or Value Engineering
- Life Cycle Cost Analysis
- Coordination of Mock-Ups
- Facility Management

**Expert Witness**

- Testimony at Court or Hearing
- Opinion on Codes or Regulations

**Computer Applications**

- Computer Renderings
- 3-D Computer Presentations and Walk-throughs
- Electronic Communication and Distribution
- Computer Analysis and Mock-Ups
- Project Scheduling
- Project Accounting

**Urban Design**

- Streetscape Design
- Drafting of Zoning Bylaws and Regulations
- Shadow Studies
- Urban Design Studies
- Wind Studies
- Land Use Studies
- Transportation Studies

**Research**

- Research in Construction Materials and Methods
- Building Envelope Investigation