

HIRING AN ARCHITECT

Planning a new building, renovating or restoring an old one, solving a particular functional or space planning problem, are all within the scope of an architect's expertise.

Our clients may have considerable project planning, design and construction expertise and may be capable of undertaking many tasks themselves. Others may prefer a "hands off" position relying on the skills of the architect. The following services are routinely provided by our firm:

- helping the client understand and articulate needs and aspirations
- developing the formal set of requirements for the project - the program
- helping the client establish a realistic and achievable budget and schedule for the project
- providing the client with a list of required site information such as survey and soils information - and assisting the client in obtaining that information when requested
- obtaining and coordinating structural, mechanical and electrical engineering services
- preparing a comprehensive analysis of the requirements of authorities having jurisdiction, including zoning, site plan control, Ontario Building and Fire Codes.
- preparing concept or schematic design, often several alternatives
- reviewing those concepts with the client, and assisting the client in deciding on the most appropriate design
- reconfirming the schedule and the budget
- developing the selected design in more detail and reviewing with the client, including any changes to the schedule or budget
- preparing the detailed construction documents - plans and specifications which will be used to apply for building permit, determine the construction cost, and build the project
- help the client decide the most appropriate method of building - stipulated sum construction contract, construction management, design/build or other method
- assist the client in obtaining bids, and executing the appropriate construction contract(s)
- administering the contract, and certifying payments to the constructor(s) when they are due
- carrying out general review during construction - reviewing random samples of the construction as it proceeds to assure that the project is being built in general conformity with the plans and specifications
- identifying deficiencies in the work and facilitating their correction
- helping the client 'take over' the completed project, and showing the client how to use the building and its equipment
- assisting the client in getting warranty repairs if problems arise
- can assist the client in finding the right site for the project or in comparing a number of sites
- can prepare a feasibility analysis or 'highest and best use study' of a property the client already owns or is considering purchasing
- are skilled at obtaining the many approvals required for construction - rezoning, minor variance, site plan agreement or approvals from specific committees, agencies or Ministries.

- can help their client coordinate a move from one location to another, including an inventory of furniture and equipment
- by carrying out a detailed review of client operations, will assist a client in making more efficient use of space already owned, and help determine if renovation, additions or relocation may be necessary
- might assess a building before a client invests - identifying necessary upgrades and their costs
- provide interior design services
- will facilitate the engaging of the wide range of specialist consultants often necessary for today's construction projects
- might assist a client in obtaining financing
- may provide complete project management services - from helping determine if there is need for construction, through the entire process of erecting then using the building, and may even help the client manage the facility through its lifetime of use.

The list of services provided by our firm is practically endless.