



DESIGN PROCESS

A GUIDE TO WORKING WITH BRICK AND MORTAR, LLC

Below is an outline of the steps we'll be taking together as we design your project. This process is meant to be fun, engaging, and democratic. It will involve sketches, drawings, computer models, lots of ideas (both good + bad), thorough analysis and good humor. The best outcomes are the result of following each of the steps below to completion.

Good design is the synthesis of many differing ideas into a thoughtful whole. While the steps listed below represent a linear path, the way we arrive at the final design isn't always linear. It's an iterative process, which leads to a product; it's not a known product from the beginning. The product is the result of following the design process to its logical endpoint. This, I believe, is what makes building design so exciting and memorable – we create it together based on your specific situation and needs. At the end of the process, you'll have a thoughtfully designed project and the shared experience of designing it.

Architects, for the most part, all use a similar series of steps to arrive at a finished project. There are six general phases:

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| Phase 1 | Predesign – the Discovery Phase. Includes site analysis, programming, existing conditions, budgeting, code review, idea sharing, etc |
| Phase 2 | Schematic Design – basic design concept generation in drawing form, pre-application meeting with City of Duluth or local jurisdiction |
| Phase 3 | Design Development – refinement of the selected design concept from phase 2. Beginning to dive into the details |
| Phase 4 | Construction Documents - detailed drawings, schedules, specifications, and application for construction permit |
| Phase 5 | Contractor Selection – aid in contract award / negotiation with General Contractor |
| Phase 6 | Construction Observation – oversee construction + administration of the contract. |

The phases are sequential, and they build on the work completed and agreed to in each preceding phase. We start with the general and refine the design to the very specific. There's a lot of decisions along the way and this gradation organizes those decisions into manageable portions.



PHASE 1: PREDESIGN

This is a discovery phase of information gathering and processing – what we do before starting design. All the information discovered will be used in schematic design. This phase may be broken down into smaller steps to guide you to the right building or site for your project or to the best tenant for your building. This phase includes discovering information about the site, existing building(s), utilities, access, budget, schedule, and codes – including zoning, building, accessibility, energy, or other specific requirements.

Predesign steps could include any or all of the following prior to locking in a site or building:

PD Package A Programming

[Toolbox for business owners searching for a building or site]

Schedule of building spaces, square footages, specific space needs, and adjacency diagrams. This may include exterior space as well as interior. Summary of building types and occupancies appropriate for your project

PD Package B Existing Building Code Analysis

[Toolbox for building owners to make improvements]

On-site meeting, architectural analysis of existing conditions, summary of existing conditions and code required upgrades. Summary of business types requiring least to most intensive build-out requirements.

PD Package C Proposed Use Analysis

[Toolbox for business owners considering a specific building or site]

An analysis of an existing building and/or site to understand the existing conditions and code required upgrades in consideration of the proposed use of the building

NEXT STEPS

At this point, it may be your next step to take this gathered information to proceed on your building search, negotiate a lease/purchase agreement, or to pursue funding. If you are ready to move forward with design, we will move into the first design step called Schematic Design.

OTHER QUESTIONS?

To access the detailed version of our design process or if there's something you're still wondering about, you can always reach me at:

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The process to opening the doors of your business can seem intimidating, long, and expensive. It is our goal to educate you and assist in cutting through the red tape to make the process as smooth as possible. It is our guarantee to be transparent and advocate for you and your project every step of the way.