

HAPA ARCHITECTS

DESIGN PROCESS

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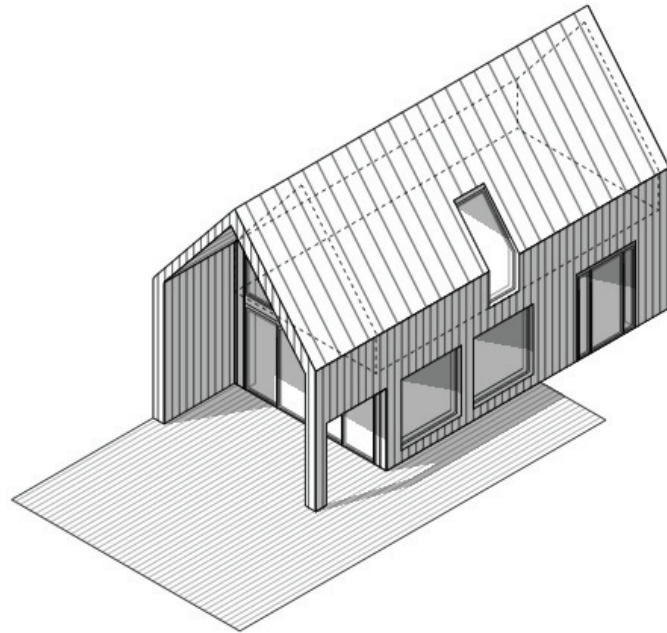
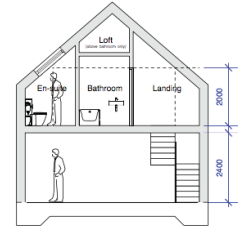
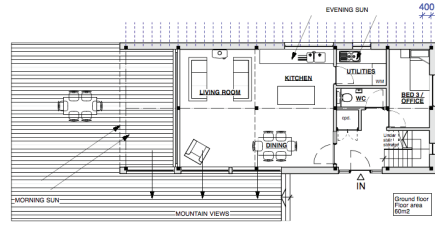
STAGE 0-1

DESIGN BRIEF AND FEASIBILITY STUDY *'Feasibility'*

Works include;

- Site visit
- Defining the clients brief
- Feasibility study of site/project
- Design options in plan
- 2D / 3D studies available
- Issue designs for Pre-Application Advice (Local Authority fees may also apply)

* Drawing information will be based on a measured survey

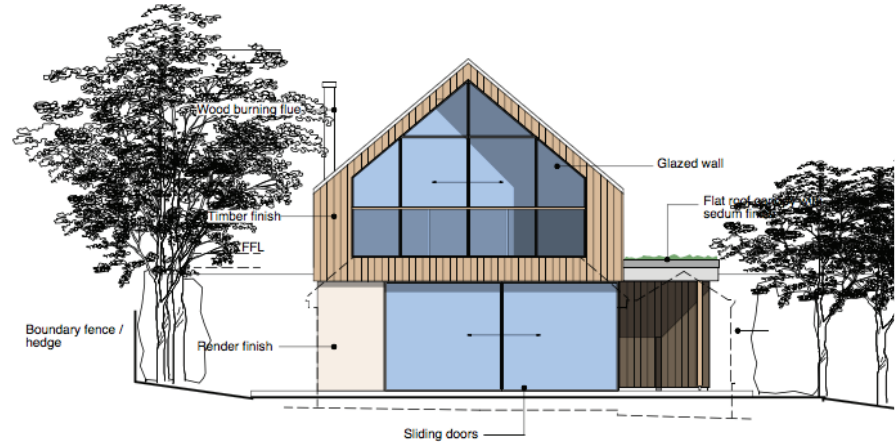


STAGE 2-3

PLANNING DESIGN AND SUBMISSION *'Planning'*

Works include;

- Develop design further
- Appointment of other consultants/reports
- Preparation of plans and elevations
- Preparation of other information required
- Outline material specification
- Design and access statement
- Completion of submission forms
- Issue information for planning application (Local Authority fees will also apply)

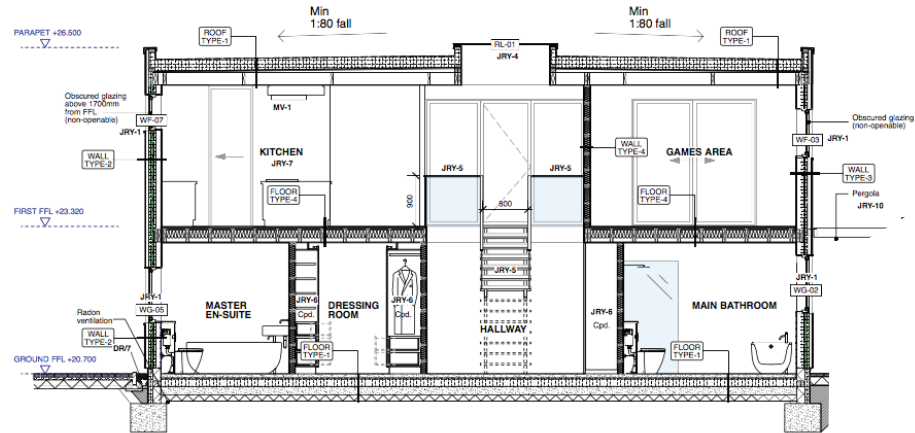
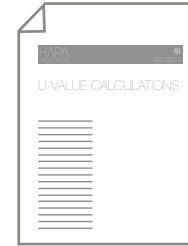
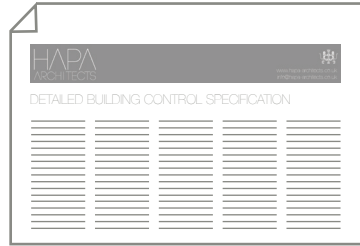


STAGE 4a

BUILDING CONTROL SUBMISSION 'Building Control'

Works include;

- Detailed design in Plan, Section + Elevation
- Specification
- U-value calculations
- Electrical and services plans
- Completion of submission forms
- Answering of building control queries
- Issue information to Building Control (Local Authority fees will also apply)

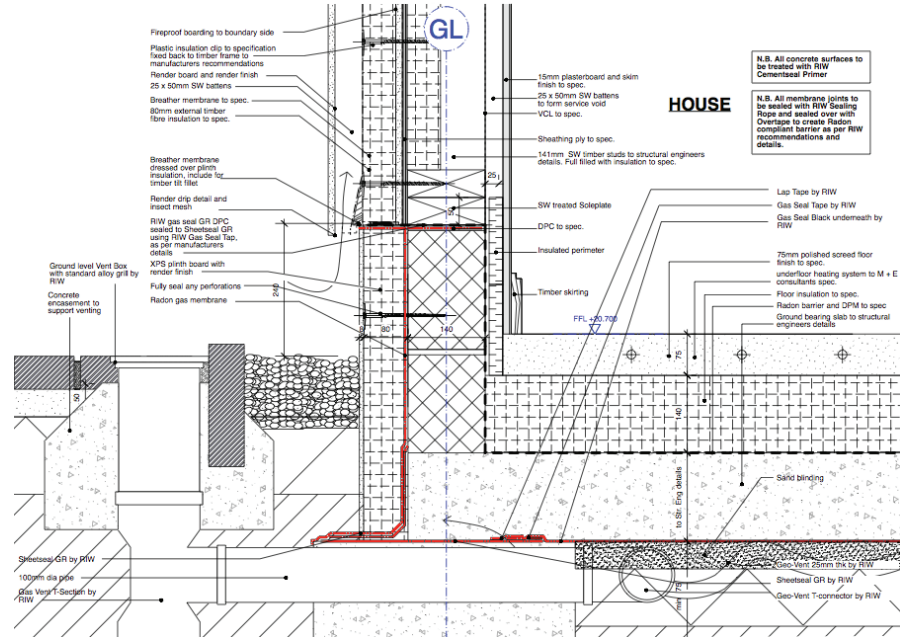
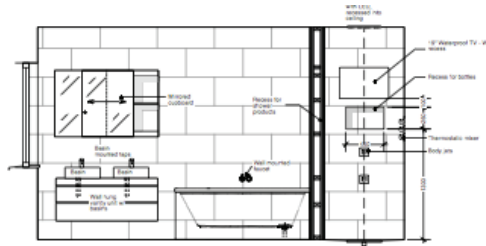


STAGE 4b

PRODUCTION INFORMATION 'Detailed Design'

Works include;

- Further detail to drawings
- Updated specification with sanitaryware
- Finishes and decoration information
- Full material specification
- 1:5 details
- 1:25 Internal room layouts
- Floor finishes plans
- Door and window schedules
- Information towards tender (pricing)

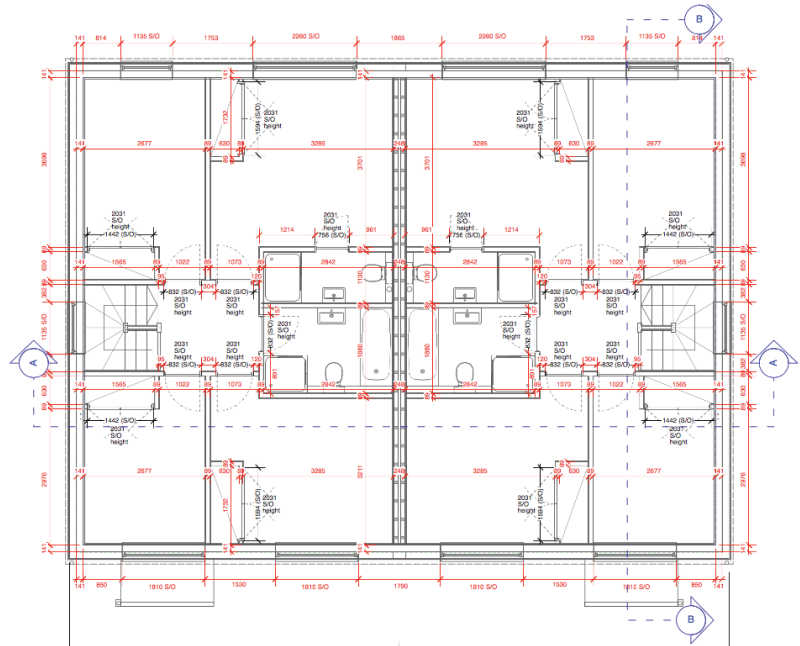
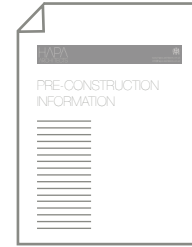
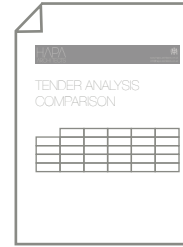
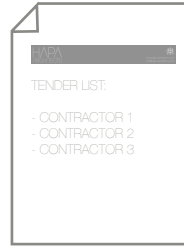
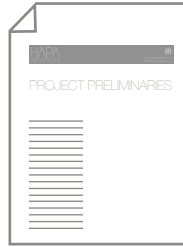


STAGE 4C

TENDER *'Pricing by Contractor'*

Works include;

- Project preliminaries and schedule of works
- Pre-construction information
- Contractor tender list including
- Compiling and submitting tender
- Tender analysis comparison
- Setting out drawings



STAGE 5-6

CONSTRUCTION AND HANDOVER *'On Site'*

Works include;

- Compile and administer JCT contract
- Act as Contract Administrator
- Attend site visits / address site queries
- Monthly valuations
- Certificates / Architects Instructions
- Client cost report
- Project completion

