

**CHRISTOPHER DELANO, Architect**  
Maine licensed Architect

**THE ARCHITECTURAL PROCESS-** a comprehensive list of services provided and approximate cost breakdowns for each major component. For a more thorough understanding of the roles of an Architect, see the 'Resources' section of my website, "What is the Value in Hiring an Architect".

billed hourly: 4-5% of construction cost

**PROGRAMMING:** Initial meetings to discuss the wish list for your project. A boundary and topographic survey (by others) is generally required at this point showing boundaries and zoning requirements at a minimum; contours at 2' intervals are very helpful on most sites, and imperative on more complex terrain. It is also necessary to identify a project budget at this point to develop an appropriate scope and design.

**SCHEMATIC DESIGN:** Development of final diagrams and concepts resulting in floor plans, early models of building form (as necessary), building elevations, and building sections. Initial concepts are identified for lighting and material selections as they work in concert with the building design.

4-7% of construction cost

**DESIGN DEVELOPMENT:** Enrichment of the schematic design drawings into the specifics of how the building will look and the details required to build it. This is a critical phase where the art of a design meets the mechanics of construction.

**CONSTRUCTION DOCUMENTS:** Development of the final building into documents for permitting, bidding and construction. This includes framing plans, construction details, exterior material/color selection/detailing, window/door selection, lighting/electrical plans, stair/guard rail details, and trim/millwork selection/detailing.

**FINISHES DETAILING/SPECIFICATIONS:** includes the selection of interior finishes necessary to achieve a unified design aesthetic and a complete bidding package. This may include areas such as lighting/plumbing fixtures, flooring, kitchen/bathroom, fireplace, built-in cabinets/shelving, hardware specifications, paint colors and other interior materials used to enrich the integrity of the design.

*The general selection of this category of items will be included in the fixed price, but any work on selecting specific colors or materials, and/or detailing any built-in casework or cabinets will be billed hourly as an additional service. Because this is often a gray area in the process, I will always let you know before any additional service hours are accrued.*

**CONSULTANTS:** The Architect will contract with various consultants to ensure the most successful project. The consultant's fees are included in the Architect's fees and their work is generally transparent to the owner. Possible consultants may include: structural engineer, mechanical engineer (heating, air conditioning), landscape architect, and/or interior designer. Other consultants, such as a geotechnical engineer, civil or soils engineers are not included in my fee and are the responsibility of the owner. The Architect will coordinate with these site engineers as necessary, but are not responsible for their contract or fees.

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2-3% of construction cost

**BIDDING:** Managing the process of finding a suitable building contractor and establishing the contract price and terms.

**PERMITTING:** Obtaining a permit for building from the local municipality prior to construction. The owner will generally apply for the building permit with drawings supplied and stamped by the Architect. Involvement in special permitting situations such as planning board approvals, variances, etc. will be billed hourly as an additional service.

**CONSTRUCTION ADMINISTRATION:** monitoring of the construction through regular contractor meetings and site visits to maintain conformance with the Construction Documents, to guard against defects and to advise and consult with the Owner.

**ARCHITECTURAL FEES:** Summary

Total Architect fee for Full-Services Project (start of design to finish of construction)

- 10-12% construction cost for new construction over \$200K
- 10-15% of construction cost for small projects, renovations/additions, and projects involving phasing, or difficult conditions.

**ARCHITECTURAL FEES:** General

- The first meeting is at no charge.
- Current hourly rate: call the office
- Services are based on percentage of estimated construction cost (as defined by the Architect after the schematic design phase). Fees during the Schematic Design phase are determined on an hourly basis. Once the design phase is complete, and a construction cost estimated, invoices are based on percentage of the contract completed.