

[A printable menu of services from taylor28design.com](#)

Many Owners think that Architects produce a set of drawings or "blueprints" that the Owner uses to get bids and start construction. (We know this because it's what most Owners tell us during our initial conversations.) The documents we produce are only a portion of the value that we add to each project and we don't abandon you at the end of the design phase. We're not a commodity provider, we're a service provider.

taylor28design LLC provides architecture services exclusively for single-family residential projects. We offer a roster of services that allow us to advocate for our Owners from the initial assessment of needs through the end of the construction phase.

Being a successful advocate is more than being a guide. Rather than simply leading you, we can forecast each phase so you know what to expect. You'll be empowered to leverage the expertise, experience, resources and relationships of taylor28design LLC to realize your vision through each of the services listed below.

We offer flexible hours to accommodate busy clients. We have experience with out-of-state and international (Caribbean) projects. We can provide turn-key services as the Owner's representative for those clients not able to attend to the project on a regular basis. We also offer flexible Agreements for Owners: you're not locked into an Agreement and you don't have to use our full compliment of services. [For more information about our Agreements, you can read 'Hiring Your Architect', posted free-of-charge on the Articles page of taylor28design.com.]

We enjoy renovation, addition and new construction projects. We're not looking for particular projects. Instead, we're looking for particular Owners. Good Owners make great architecture. Rather than focusing on the potential for publicity, awards and accolades, we focus on maintaining attentive and collaborative relationships with our Owners. Our reward is creating spaces that contribute to the lives of our Owners... that's great architecture.

CORE SERVICES

PROGRAMMING

All projects, large or small, should begin with an assessment of the Owner's functional and aesthetic needs. We coach Owners through a two-step exercise that documents these requirements in the Owner's "program". The program is our frame of reference throughout the project. It allows us to determine the scope of the work and become intellectually (and emotionally) invested in the Owner's vision for the finished project.

SITE SEARCH AND SELECTION

taylor28design LLC maintains relationships with a significant number of realtors, builders and developers. Owners considering new construction can leverage our relationships to find the right property for their project. We can develop your program (see above), use it to craft a description of a property and broadcast it to our strategic contacts.

We stay engaged in the process of site selection by visiting prospective sites with Owners to discuss how a site might fit the Owner's programmatic requirements. Walking a site with the Owner to find the corner pins and other natural features allows us to discuss critical development issues like building site, views, access, etc. Walking a site also presents an opportunity to alert an Owner of potential development difficulties.

SITE ANALYSIS

An absolute necessity **before** you buy or build, this exercise is intended to collect all the rules and regulations governing the development or further development of a property. These rules and regulations are often diagrammed, resulting in a drawing that shows the "buildable area" of the site.

Site analysis often reveals crucial details that are not apparent from a site visit: easements, covenants, community development regulations, overlay district regulation, historic preservation regulation, storm water concerns, utility issues, etc. The goal of the site analysis is to be sure that the proposed construction will comply with all the applicable rules and regulations. Simply stated, site analysis allows the Owner to determine the potential of any given site.

Not all surveys are alike. taylor28design LLC maintains working relationships with surveyors and frequently commissions surveys on the behalf of the Owner. We prefer to commission the survey so that we can provide input on the amount of information collected and the final deliverable from the surveyor. By providing specific up-front instructions, the survey crew can collect only the necessary amount of information in the least number of site visits. This helps control the cost and schedule for the work.

MASTER PLANNING

Whether large and complex or small and seemingly simple, taylor28design LLC generates a master plan for all residential projects. Master planning a property should involve communication with the local, state and federal authorities having jurisdiction (AHJ's) over the property. The master plan for a property is not just a means of communicating the Owner's vision for the property, it should account for the future land use plans of the local and state authorities as well as road widening, installation of utilities and other considerations discovered during the site analysis.

A master plan gives the Owner peace of mind through the Architect's due diligence. A master plan can also be a great tool for helping potential buyers and investors see the value of a property. In that sense, a master plan can literally pay for itself.

AS-BUILT DRAWINGS | FIELD SURVEYS

Most buildings are not constructed exactly as they are drawn by the Architect. Discrepancies between the contract documents and the actual construction are often the result of construction tolerances, misinterpretation of contract documents, material shortages, change orders or other issues typically encountered during the construction phase. In large homes, the cumulative result of these changes can be significant.

Renovations of, and additions to, existing homes require the creation of "as-built" drawings so the design team can accurately depict the renovation of | addition to the actual conditions. This is crucial in renovation and addition projects because it allows the Contractor to accurately bid the required material quantities. We typically visit the site to survey the conditions, record the conditions in a computer drafting program and publish them to the design team for use as "background" drawings.

REZONING

In some cases, the site analysis and master planning services provided by taylor28design LLC reveal a need to rezone a property. In such cases taylor28design LLC will, at the Owner's direction, prepare a package of information and review it with local authorities having jurisdiction and community organizations to evaluate the feasibility of a rezoning effort. It's not uncommon for the review with community organizations to involve a brief presentation to the organization(s) at a monthly meeting. If the authorities and community organizations feel the rezoning effort will be a success, the Owner can direct taylor28design LLC to prepare and submit an application for rezoning.

Once the formal application for rezoning has been submitted, we can assist the Owner in meeting the requirements of the rezoning process. These requirements typically include notifying all property Owners within a certain distance of the property and appearing at multiple meetings to describe the Owner's reason for requesting the rezoning of the property.

The master plan and site analysis are key components of a successful rezoning effort, particularly for rezoning in-town properties. The due diligence work, coordination and communication provided by taylor28design LLC *prior* to the submittal of the application helps ensure the success of the rezoning effort.

SITE PURCHASE

In addition to our site analysis and planning services, taylor28design LLC maintains relationships with realtors, lenders and closing attorneys who can help you purchase a property. We're always looking for investors for properties large and small. taylor28design LLC may be able to link you with another investor or investors who can offer enough resources to make your project possible.

ARCHITECTURAL DESIGN SERVICES

taylor28design LLC offers design services for renovations, additions and new construction of single-family homes. We enjoy working with Owners and appreciate the time to find the best possible design solution rather than only considering the design solution that was immediately evident. We collaborate closely with Owners throughout the design process and require Owners to review and approve each design phase before we proceed. This gives our Owners control over the development of the documents.

We integrate a number of third party vendors into the design process. Including third parties like alarm system vendors and others not often consulted in the design process creates a higher level of coordination. We appreciate partnering relationships with Contractors who offer peer review, cost estimate and scheduling during the design process. We also actively search for emerging technologies and best practices in a continual effort to improve our level of service.

taylor28design LLC is the prime contractor for design services to the Owner. Services such as engineering and landscape design are offered through taylor28design LLC. This allows Owners to enjoy a full compliment of services with one Agreement and one point of contact responsible for coordination of the design team.

INTERIOR DESIGN

taylor28design LLC can provide interior design services or work closely with third-party Interior Designers and Decorators. We work to address the often overlooked details that really make the difference in an interiors package. Careful integration of the building systems and good documentation for the trim package, lighting package and other considerations are key issues in protecting the Owner's investment. Contact taylor28design LLC for specific examples of "the little things" that make the difference in an interiors package.

We maintain relationships with a significant number of vendors and showrooms. We often schedule Owner + Architect visits to showrooms for finish and fixture selections. For busy Owners and Owners working on second homes, we often collect a selection of samples and bring them to the Owner for review.

By assembling the finish samples (tile, carpet, hardwood flooring, counter tops, trim, paint, etc.), we can ask our Owners to make decisions in the context of other finish samples... so, for example, when you choose the cabinet fronts, you'll have the comfort of knowing they work with the flooring, counter tops, trim, etc. If you're nervous about making your own choices, we'll coach you through the process by offering candid opinions and alternative solutions.

KITCHEN AND BATH DESIGN

In the design process for kitchens and baths, we appreciate the chance to be more "hands-on" than most because these are the areas of the highest level of fit and finish in the home. In new construction, we like to start on the kitchen and bath designs early-on in the design process so we can give them the space they need to meet the Owner's expectations. This prevents inefficient spaces that are too large, too small or fail to meet the functional requirements of the Owner.

We develop design solutions for renovations | additions by looking at the whole picture. In many cases, we recommend moving or removing walls, stairs or other obstacles preventing an efficient design that works well with the adjacent spaces. This holistic approach allows the Owner to maximize his | her investment and enjoy a space that meets or exceeds the project requirements.

BIDDING

taylor28design LLC offers services for both negotiated bids and competitive bids. Typically, negotiated bids involve working with one general contractor to generate a bid while a competitive bid involves multiple general contractors bidding on one project. We'll help you find and evaluate potential bidders, prepare the instructions to bidders, administer the bidding, evaluate the bids and revise the bid document in preparation for contract negotiation.

CONTRACT NEGOTIATION

As the Owner's advocate, taylor28design LLC generally provides and negotiates the Agreement between the Owner and the Contractor. The agreements are properly licensed, in an electronic format that's easy to prepare | publish and the agreements are flexible so they accommodate any special requests or unique conditions. We can provide a detailed description of the standard agreements (Guaranteed Maximum Price, Cost-Plus, etc.) and suggest an appropriate format (standard, abbreviated, custom, etc.) for your project.

taylor28design LLC can also prepare and negotiate the agreements for any work not included in the Owner's agreement with the Contractor. These additional agreements might include the alarm system installation, purchase and delivery of appliances, purchase and delivery of furniture or any other contracted work.

CONTRACT ADMINISTRATION

taylor28design LLC functions as the Owner's advocate during construction by conducting pre-construction meetings, conducting on-site coordination meetings, visiting the site to record progress and conditions, reviewing submittals, administering requests for information, administering change orders, administering pay requests and working with the Contractor to address unforeseen conditions.

The project team grows dramatically during construction as the Sub-Contractors come onboard to complete the work required. We protect the Owner's investment by working with the Contractor to ensure the work is installed and finished according to the contract documents.

We also provide turn-key services for Owners who are not able to visit the site on a regular basis. This is particularly helpful for busy Owners and Owners building second homes.

CLOSE OUT

The end of the construction phase requires a series of actions described in the Owner's Agreement with the Contractor. taylor28design LLC administers these actions and performs supporting services such as the final inspection, coordination of Punch List items, collection of lien waivers, administration of warranties, inspection after the final cleaning and release of the final payment to the Contractor.

These services add a substantial value at the end of the construction process by protecting Owners from liability that is often unexpected. In addition, the Architect's final inspection will typically catch items and issues overlooked by the Owner.

OWNER'S OCCUPATION

There is often an unplanned series of actions necessary for an Owner to occupy a finished project. In many cases, these actions are taken on by the Owner during the design phase in an effort to control or reduce the budget. Typical examples including Owners deciding they will select, purchase and install the window treatments; select and install new furniture; select and install artwork; manage the installation of appliances; etc. It's not uncommon for this work to require additional skilled labor above and beyond what the Owner can or has time to provide.

taylor28design LLC is sensitive to these requirements and works with Owners to coordinate these final issues that really make a house a home. We prefer to include these issues in the contract documents to ensure a strong finish rather than having an Owner move into the space only to realize the substantial amount of “little things” left to be accomplished. We’d appreciate a chance to discuss how we can ease your transition into your new space and include the often overlooked items in your project budget.

RELATED WORK

RENT AN ARCHITECT

Contact taylor28design LLC to arrange a limited on-site consultation that provides professional advice about your specific issue(s). You'll know your expenses for the site visit up-front, and you can always schedule another consultation if you have follow-up questions. This is a great solution for people tackling small projects or for experienced builders and renovators who want a second opinion or some additional direction. You'll likely be surprised at the amount of information and contacts taylor28design LLC can provide.

INDUSTRY CONSULTING

taylor28design LLC consults with vendors and service providers who seek the guidance and perspective of their customer: the design team who selects and specifies products and services. There are tens of thousands of building products and services from which architects, engineers and contractors may choose. This vast market place, the tremendous number of responsibilities that the architect | engineer must manage and the complexity of the design process all conspire to distract the A | E audience from finding your company.

taylor28design LLC can help you develop the proper tools to reach your target audience, from targeted marketing campaigns to continuing education courses used as vehicles to establish relationships and add value to the A | E community. These efforts may include other media such as printed brochures and web sites developed by taylor28design LLC.

CONTRIBUTING WRITER | COMMENTATOR

taylor28design LLC maintains contact with members of the press and releases information via email relevant to various public events and accomplishments. For example, in the Fall of 2005, following the devastation caused by Hurricane Katrina, we issued a press release regarding the limitations of building codes, the importance of structural connections at weak points in houses and other information relevant to the rebuilding along the US Gulf Coast. Members of the press, including television stations and national magazines, contacted taylor28design LLC to request additional information. The information in our press release resulted in Ryan Taylor, of taylor28design LLC, writing an article published by Southern Living.

Members of the press should contact taylor28design LLC to discuss collaboration on projects for publication. Ryan often writes articles, grants interviews and provides comments to help writers, editors, producers and other members of the press develop stories about the building industry. Ryan's experience leading project teams, writing AP-style articles and teaching continuing education courses for the general public allows him to present relevant information in a concise format.

PEER REVIEW | DOCUMENT COORDINATION

taylor28design LLC provides peer review and document coordination services for clients who want the assurance of a second professional opinion or some alternate design strategies. Peer review is a “best practice” commonly used in commercial design. taylor28design LLC frequently uses a variety of partnering and professional relationships to conduct peer reviews for our projects.

We welcome the opportunity to provide peer reviews for other projects because the effort can result in more accurate bids and fewer change orders during the construction phase. A peer review is a relatively inexpensive way to provide additional protection for the Owner and give him or her the necessary level of comfort to proceed with the project.

PRESENTATION GRAPHICS + MODELS

In the building industry, a concise presentation can be the difference between the success and failure of a proposed project. For example, our site analysis and master planning packages are a great way to share information, build excitement, and gather funding for a project.

taylor28design LLC creates presentations designed for potential clients, potential investors, building committees, zoning boards, neighborhood associations, etc. We develop targeted and concise presentations that can often be presented in multiple media formats, whether printed, included in a slide show, emailed, or published on a web site. We can also help you realize a cost savings compared to hiring a graphic designer not familiar with the information, language, symbology or formats common in the building industry.

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