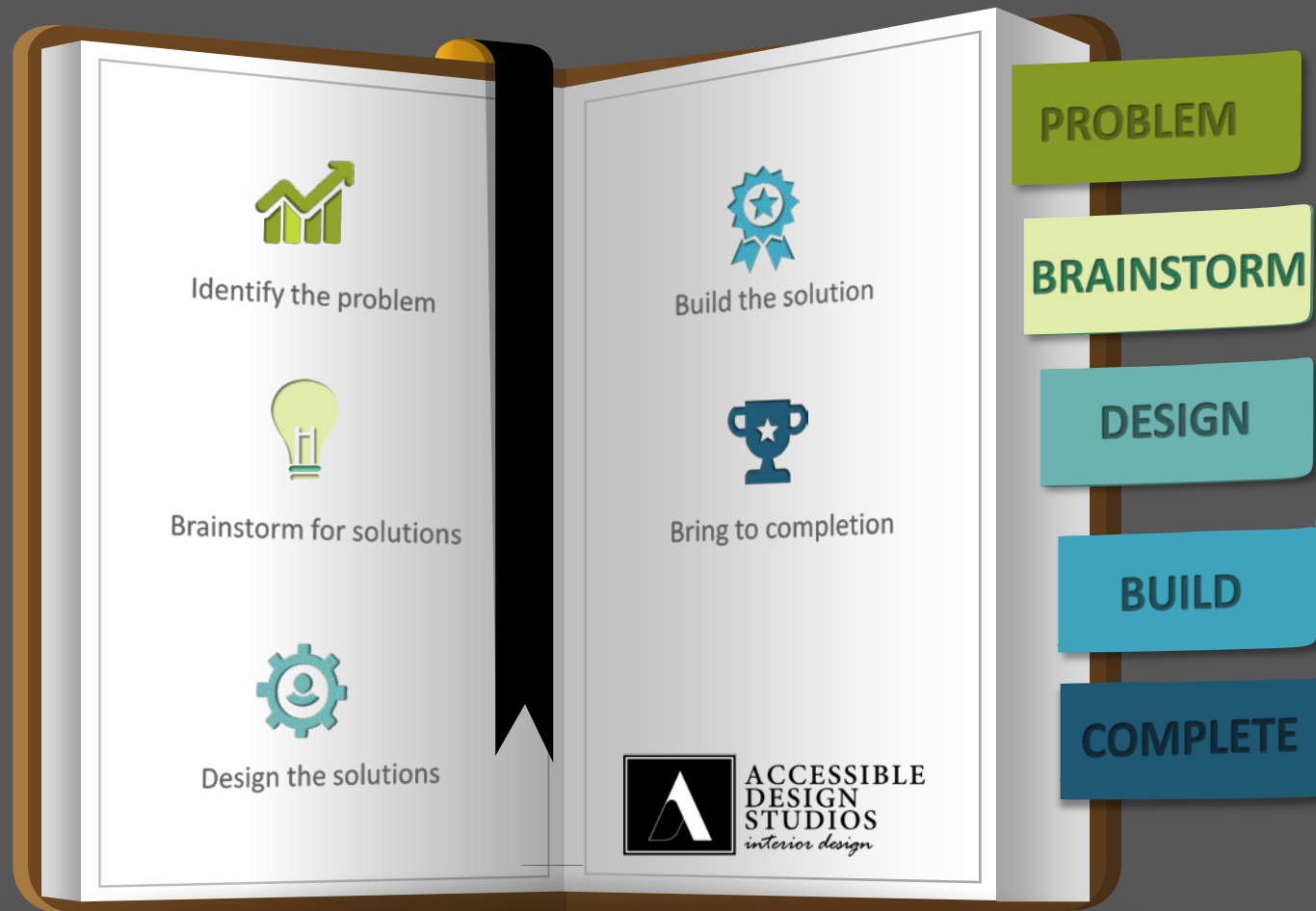




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# THE DESIGN PROCESS

# The Design Process



● ● ● ● ● ● **PROBLEM - Programming & Conceptual Design**  
(= or > 1day - 1 week)  
We meet to begin the process used to arrive at the set of criteria on which the design is based, and by which it is later evaluated.

● ● ● ● ● ● **BRAINSTORM - Schematic Design**  
(= or > 2 - 4 weeks)  
We will study options for space layouts, building form and appearance, and general material, fixture, and equipment selections.

● ● ● ● ● ● **DESIGN - Design Development**  
(= or > 2 - 4 weeks)  
We will refine the approved space layout and building appearance, define detailed design criteria for each space, and make specific material, fixture, and equipment selections.  
\*\*\*Furniture selection begins

● ● ● ● ● ● **BUILD - Construction Documents**  
(= or > 4 - 6 weeks)  
We will annotate and detail the building design approved in Design Development to create the set of documents a contractor will need to bid, permit, and construct the building. \*\*\*Furniture purchasing begins

● ● ● ● ● ● **COMPLETE - Construction Administration**  
(length of construction)  
We will meet periodically with the contractor to review the construction progress, schedule, unforeseen conditions, proposed changes, etc. We will approve payments, respond to questions, and issue revisions to the Construction Documents as needed for clarification or changes in the work.  
\*\*\*Furniture installation can begin when construction is complete and CO is received

## Project Closeout Meeting

We conduct the closeout procedures and documentation after completion of construction  
(as-built drawings, warranties, manuals, etc. given to owner)



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[jmackey@accessibledesignstudios.com](mailto:jmackey@accessibledesignstudios.com)