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## **Methodology**

### **Service:**

My commitment to taking ownership for and executing on my clients' goals is what sets me apart from other design firms. In doing so, I am able to deliver the highest possible value for my services and for the project as a whole. Through careful research and planning, creative problem-solving, and value engineering, I help my clients achieve a superior return on their investment, while producing a design aesthetic that delights residents and neighbors alike. My credentials include:

- Building Design
- Site Design
- Landscape Design
- Interior Design

### **Initial Meeting:**

The first client-designer meeting familiarizes both parties with the intent of the project and the design services required. Brainstorming usually begins at this time, and a preliminary budget is addressed.

### **Pre-Design:**

In this phase initial zoning and code analysis is done, along with preliminary plan studies and geotechnical investigations (by others). A Pre-application Meeting is prepared for and held with the City of Seattle's Department of Planning and Development (DPD). If any public or design review board meetings are necessary, they occur during this phase of the project.

### **Schematic Design, MUP Application:**

Site and building design occurs in this phase as the following drawings are developed: site plan, building plans, building sections and building elevations. A preliminary materials approach is also introduced, and MUP application coordination begins.

### **Design Development:**

In this phase, the site and building designs are refined, final materials are chosen, interior elevations are generated, and a lighting approach and preliminary Outline Specification are presented.

### **Construction Documents:**

The design drawings are coordinated with the Structural and Geotechnical Engineers in this phase, along with mechanical and electrical subcontractors. Permit Documents are finalized and submitted, and the Outline Specification is completed.

### **Bidding, Negotiation, Permit Corrections:**

Contractors are selected to prepare bids, negotiations ensue, and a Contractor is chosen.

### **Construction Administration:**

It is in this phase that I make weekly visits to the site and field questions from the contractor to make sure that the project goals are translating accurately into built form. I also am responsible for processing pay requests and change orders from the Contractor.