



*Choosing an architect isn't easy.*

*Your home is a big investment, and before you start your renovation project you will want to reduce the risk of incurring unnecessary design fees, reduce the risk of incurring higher construction costs than budgeted, and reduce the risk of project delays.*

*You need the right architect who has the specific skills for your home renovation project, and you need the right "fit" between you and your architect.*

*This may or may not be me.*

*In our experience the best way of finding out whether we are the right "fit" is to fully understand what you are looking for; and this is achieved through our initial Needs and Options Consultation session. The additional benefit is that our findings in our initial Needs and Options Consultation session reduces your risk and gives you peace of mind as you move forward.*

*If for some reason we then discover that we are not an ideal "fit" then you are free to take the review report to another Architect for them to continue the process.*



**Ivy Stroud**

AIA • NCARB  
Principal

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## NEEDS AND OPTIONS CONSULTATION

When considering renovating your home the high-level **Needs and Options Consultation** with Ivy Stroud at Stroud Architects + Associates PLLC is the first step. Why . . . ?

- Obtain a registered architect's opinion on the feasibility of the project—one who is experienced in the type of project you're facing and will advise you on the potential opportunities and risks with your project.
- Produce an outline brief that provides the "DNA" for future work—detailing rooms, connections, orientation, etc.
- Discuss potential solutions at a high level that encourages on-going testing of ideas – "Design Thinking"
- Discuss the 'look and feel' of a potential scheme.
- Discuss the functional viability of the project and your ideas.
- Prepare sketches of possible layout options.
- Provide preliminary rough order of costs estimate of construction for budget usage.
- Outline the requirements for Building Regulations
- Discuss the opportunities and any limitations of the site
- All travel prices included in price for the Middle Peninsula region (other areas beyond this area are priced at "cost")
- Production of report including the above
- Report includes schedule of services and fee proposal on next stages of project

A surgeon wouldn't operate without a proper diagnosis; our **Needs and Options Consultation** works in the same way. This initial consultation starts a strategy designed to precisely understand your requirements, then to give findings and recommendations and a plan to move forward with a timeline and rough order of cost to assist your budget.

### What do you get?

#### **Phase I: Initial Scoping Discussion** – An outline brief for your project

Meet on-site and discuss the project

Review current function and design

Clarify issues; discuss options and current thinking

Clarify project aims and vision, themes, and drivers

You provide: existing site and background information (plans, Survey, etc.)

#### **Phase II: Options Sketches** – Options development and analysis

Explore potential spatial relationships, connections, and future-proofing options

Prepare freehand concept options

Provide preliminary straight-line program

Prepare and present report



Yes, I would like to book an initial discussion with Ivy Stroud as described above.



I understand I will be invoiced for \$2,480 for this initial consultation (full amount due upon scheduling site visit date) and I have completed the agreement (next page) and provided my/our client details to get the project underway.



← [Click here to schedule and pay now.](#)



**STROUD ARCHITECTS + ASSOCIATES PLLC**

ARCHITECTURE • DESIGN • HISTORIC PRESERVATION

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We request that you sign the agreement in the space provided below, copy it for own records and return a scanned signed copy to us for our records.

CLIENT ACCEPTANCE AND CONFIRMATION OF DETAILS

\_\_\_\_\_  
Signed by an authority of the Client as confirmation of this Agreement

Date \_\_\_\_\_

\_\_\_\_\_  
Name

Please confirm the delivery and addressing details for invoices to be sent:

\_\_\_\_\_  
Client/Business Title

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Attention of

Scan and email to  
[info@stroudarchitects.com](mailto:info@stroudarchitects.com)