SCRATCH BUILDERS

Our Process

Phase:	Phase 1: **Estimate + Project Scope**	Phase 2: **Design + Engineering**	Phase 3: **Fixed Price, Production Agreement + Contract**	Phase 4: **Shop Drawing Production + Approval**	Phase 5: **Production, Delivery + Installation**
Description:	We meet with you to review and assess your project scope (see the **Project Scope Worksheet**) and assemble a preliminary estimate based on past projects and current material pricing. If the estimate matches your budget and you decide we are a good fit for you, we enter the pre-construction phase in which we design and engineer the timber frame or heavy timber structure. Projects that already have stamped plans can go directly to Phase 3.	We design the timber frame based on your specifications. This phase of the project is billed by the hour or based on a fixed fee. Larger and more complex projects are more likely to be structured by the hour. Timber sizing and connection details are considered. Lead time can vary based on the engineer's backlog. Expect a minimum of 4-6 weeks.	We provide a fixed price for the project based on the design and engineering work, as well as a clearly defined scope of work. We execute the contract, and any further additions or changes to the project will be added as change orders per the contract. Preservation projects will be billed for time and materials only.	Prior to fabricating any timber, we provide shop drawings for the client's approval. In many cases, these drawings will be unchanged from the engineering set. Final dimensions and joinery are reviewed and approved.	We start to procure materials for the project upon signing of the contract. Depending on the timber species, quantity and if it is Kiln dry, or not, lead times can vary from 4-12 weeks. Once materials are onsite at our shop, we provide project updates and expected completion dates. Installation can be scheduled when site conditions are ready and the weather conditions permit.
Client Responsibility:	Complete Project Scope Worksheet	Review drawings (if an architect or GC is involved at this stage, they can coordinate the drawings for intent and accuracy)	Sign production agreement and contract and provide project deposit	Approve Drawings	Coordinate stakeholders (GC, Architect, or Owner's Rep can also have this role)
Deliverables:	✓ Preliminary Estimate	✓ Engineered drawings with or without a sealed stamp.	✓ Contract ✓ Final Scope of Work ✓ Contractor's Certificate of Insurance.	✓ 100% Timber Frame Drawings For Production	✓ Project Updates ✓ Finished Product

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Project Scope Worksheet

This worksheet outlines the key questions and specifications we will need to assemble a preliminary estimate for your project. Don't worry if you're not able to answer every question. We will have the chance to review your answers together and fill in any missing information.

1. Do you have design drawings already? If not, what are your project dimensions?

2. Is there an Architect or General Contractor involved?

3. What services are you seeking? Are we providing timber frame design and engineering? Delivery only? installation?

4. Building location? *Please provide site photos if available.*

5. Building use: commercial or residential?

6. Rough Budget?

7. Desired Timeline?

8. Is this a preservation project?
Please provide photos of preservation issues if available.

9. What is the desired timber species?
Timber species available green or kiln dry: pine, douglas fir, and cedar. Timber species available only green: hemlock and white oak. Mass timber species available: spruce, douglas fir, and southern yellow pine.

10. Will the timber be coated with a finish?

11. Do you need any custom pattern lumber or millwork?

12. Would you like tongue and groove roof decking? Will it be coated?

13. Does the project require SIPs (Structural Insulated Panels) or CLTs (Cross Laminated Timbers)?