

## **A Bungalow Addition Built Wisely**

### Overview of the Construction Process

1. **OWNER INVESTIGATION**—Think about what your constraints will be (typically time and money). Next, think about a hierarchy of wants and needs, and what can be accomplished depending on the tightness of the constraints. For example, "We have three children and family who visit often. We need five bedrooms, one of which needs to be on the first floor because our parents aren't getting any younger." Knowing "how the home will be used" is critical information to have ready before the next steps. Basically, if it can be defined with numbers (i.e. budget, schedule, and number of bedrooms) everyone can be realistic on what can be accomplished among the fuzzier goals, like the look and feel of your home.
2. **DESIGN TEAM INTERVIEWS**—Interview Architects and possibly General Contractors to find the right team to design and build the improvements to your home. See HCBA's [resource guide](#) for referrals.
3. **DESIGN PROCESS (the fun part)**—The Design Team (Architects, Engineers, and possibly General Contractors) works together to develop a beautiful, functional and contextual solution that best fits within your constraints and includes the best of your wants and needs. The market is slowly waking up and adjusting back to growth therefore it is helpful to have a General Contractor - the person you have agreed to coordinate everyone - on board from the start. A good General Contractor will help the Architect keep their design build-able (easier designs = less labor costs) and be realistic with you on where those costs come from. This way, the costs will be "your costs" versus "market costs." For more information on the "Design Process," visit [AIA's "Working with an Architect"](#) program in your neighborhood.
4. **THE PERMIT PROCESS**—The Design Team will generate and present documents for reviewers of the City, Township, and County to ensure your home meets the safety requirements mandated by the Authority Having Jurisdiction, or AHJ. Good Architects and General Contractors know what the rules are and why they exist.
5. **THE BID PROCESS**—The work as shown in the documents generated will be put out to bid. Traditionally, this was when the General Contractor was selected. However post market crash this is where the Sub-Contractors are asked to bid on their portion of work. This varies based on the firm or General Contractor who may self-perform a portion of the work. The "subbed" out work could include any or all of the construction work itself. At this point, you should set up times with the General Contractor where tradesman can tour the "Area of Work" so they can give the most accurate bid possible.
6. **THE CONSTRUCTION DOCUMENT PROCESS**—Changes made as a result of permitting or bidding the work are completed and integrated into a set of all the information the General Contractor will need to construct the project. These documents are referred to as Construction Documents, or Contract Documents. At this point, finishes which may have only been described in a general way are finalized. For example, "Wood Flooring" becomes "Reclaimed Walnut Wood Flooring."
7. **THE CONSTRUCTION PROCESS**—Hammer meets nail. The old parts come down and the new parts are built up! Scheduling at this point is critical (and why those good General Contractors are worth their fees). At this point you should already have thought about whether you plan to

live in the home through construction. This decision will dramatically affect the design and construction schedule and methods. Helpful tip: whether you are home or away during the construction process, be sure you have come to an agreement with your design team to “observe” the worksite (with the right amount of squinting). The frequency of visits by the design team should be based on how well the team works together as a whole.

8. **PUNCHLIST**—The Design Team inspects the project completed by the General Contractor and looks for elements “not conforming” to the Construction Documents. Changes can be made during construction, however keep in mind; this is the most expensive time to make them. Any changes should be well documented and given a price before action is taken. Those documented changes then become part of the Construction Documents. You and your General Contractor can discuss what needs completing, reworking, or is “close enough.”
9. **OCCUPY**—Lastly, ENJOY the added space everyone worked so hard at creating!