

THE DESIGN PROCESS



Vanecko, Ltd.
ARCHITECTURE & DESIGN



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This booklet follows a renovation project from beginning to completion, and is intended to give our prospective clients an idea of the process of designing and building a representative project.

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www.vaneckoltd.com

OUR COMPANY

Vanecko, Ltd. is a residential design firm committed to providing high quality design for our Clients. In all of our projects we strive to achieve solutions which respond to our client's needs, while also balancing budget and site requirements. As a small firm, we are service-oriented and work carefully to define, develop, and manage our projects.

Our firm has been in the Boston area since 1982, and has specialized in residential renovation projects. Our projects span a full spectrum from single rooms to major building renovations. Regardless of the size of the project, we are committed to careful, thoughtful and thorough design. We also recognize that our designs are only as good as the built product, and it is important that we help our Clients locate the appropriate General Contractor for their project, and then work closely to form a team which includes the Client, Architect, and Builder to insure a successful project.

DESIGN PROCESS

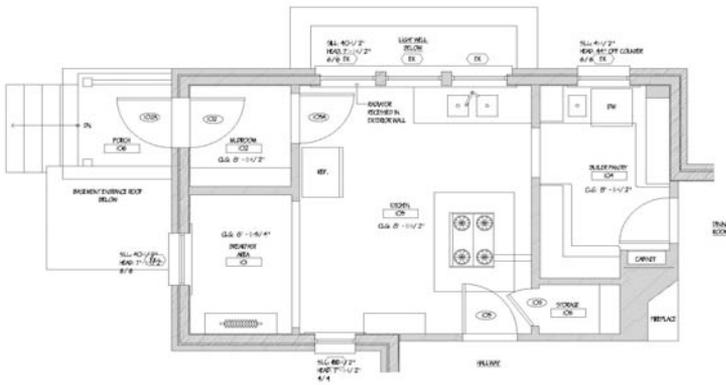
There are four distinct phases to our design process:

- Schematic Design
- Design Development
- Construction Documents
- Construction Management

Each phase is important for the Client to understand, as each one informs the decision-making process and the final built project. Having a well organized design process allows us to control our design fees and, the completeness of our final documents is reflected in the way contractors price our projects. Contractors are able to give better prices when they know they have the information they need to build a project with efficiency.

PHASE I: Schematic Design

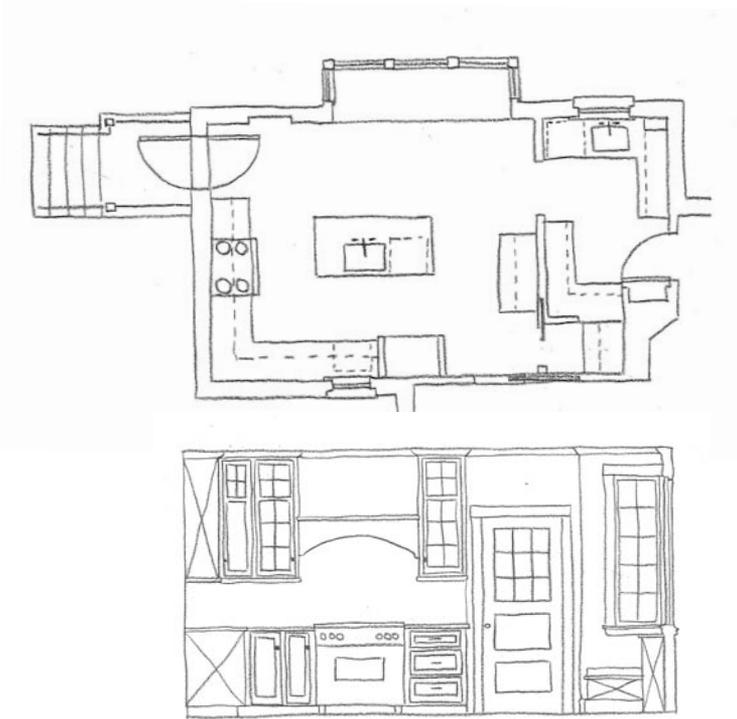
Our first step is to interview our Clients about their goals and ideas for their project, and create a design program. We then measure the space and produce a set of existing condition drawings. While working on the existing conditions we research zoning and site regulations that may affect the project. This research reveals whether an historical board review or other zoning board reviews are required. With this information in hand we can then create schematic designs.



EXISTING CONDITION DRAWING

PHASE I: Schematic Design

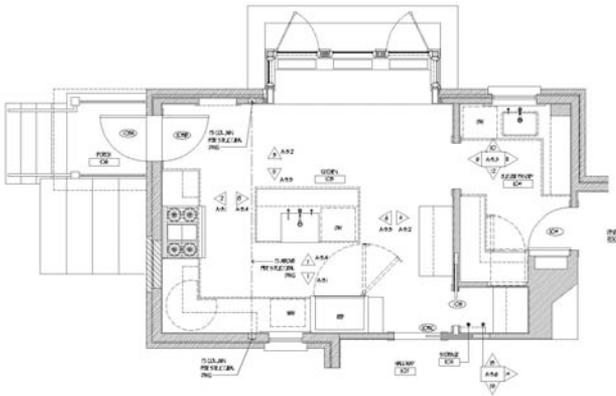
In the Schematic Design phase we generate several design options to explore the Clients' desires and meld them with the site requirements. We also discuss costs per square foot for different types of projects to help our Clients understand the financial implications of their decisions, and to establish a realistic budget for their project.



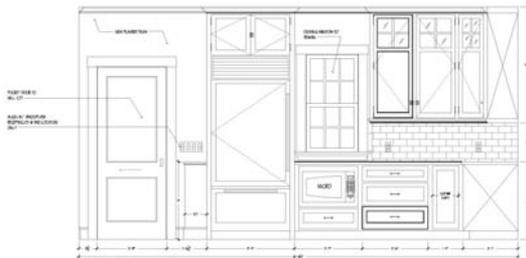
SCHEMATIC DESIGN

PHASE II: Design Development

Design Development commences once a Schematic Design and a general budget are agreed upon. During this phase we help our Clients make decisions about the specific details of the project, including selections for plumbing fixtures, appliances, windows, doors, and interior and exterior finishes. We then develop the plans to a higher level of specificity and generate interior and exterior elevations so our Clients can better visualize the end product.



FLOOR PLAN



INTERIOR ELEVATION

PHASE II: Preliminary Scope of Work Budgetary Pricing

At this point we now have a more informed understanding of the scope of work and stop to test the cost of the project. We put together a Preliminary Scope of Work which is sufficiently detailed to allow a General Contractor to provide budgetary pricing. If the project contractor has already been identified this pricing is part of their service. If a contractor has not yet been chosen, this is a billable service.

PRELIMINARY SCOPE OF WORK 9/2/05
Modifications to the Newton Residence Page 3

C. Remove the bread rising radiator in the cabinet perpendicular to the sink cabinet.

D. Remove all existing vent pipes and patch chimney as required.

3.0 Concrete and Masonry
 3.1 Remove exist (concrete floor shown on Plan)

4.0 Rough Carpentry
 4.1 Structural fix
 A. Kitchen (4 Drawing)

4.2 Kitchen pack
 A. Provide in 1015. See

4.3 Eliminate roof framing and fill with MDO on the south end

4.4 Frame for new

4.5 Strap the exist

4.6 Frame for new

4.7 Frame new in kitchen.

4.8 Add any new

5.0 Insulation:
 5.1 Insulate all ex

6.0 Doors and Windows
 6.1 Windows:
 A. Type EN, into gov
 B. New wind

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PRELIMINARY SCOPE OF WORK 9/2/05
Modifications to the Newton Residence Page 2

1.7 The light wall below the east wall of the kitchen, the wall in which the new window bay will be installed, is structurally compromised and will be expanded and rebuilt.

1.8 The Owner will occupy the house during construction. A temporary kitchen will be

2.0 Selective Demolition
 2.1 Basement Room
 A. Remove the
 B. Remove the

2.2 Room 101, 102
 A. Remove all dishwasher, in the tempo
 B. Remove int
 C. Remove port steel column details.
 D. Remove all
 E. Remove the the sub-flo

2.3 Storage Room 1
 A. Remove all
 B. Remove all
 C. Remove the
 D. Remove all

2.4 Butler's Pantry
 A. Remove all not to demol
 Salvage the
 B. Remove the

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PRELIMINARY SCOPE OF WORK 9/2/05
Modifications to the Newton Residence Page 1

DATE: September 2, 2005

FROM: Vatecko, Ltd.

TO: Contractor

PROJECT: Newton Residence

RE: Preliminary Scope of Work for Budgetary Pricing

The purpose of this Preliminary Scope of Work is to provide the General Contractor with information in order to obtain budgetary pricing for the project. Once budgetary pricing has been received and reviewed the Architects will complete the design development and construction documents.

Drawings and Schedule, Dated 6.15.04:
 EV-1.1, DP-1.1, A-1.1, A-2.1, A-3.1, A-3.2, A-4.1, E-1.1, S1

Appliance Schedule, Plumbing Fixture Schedule, and Window Schedule.

1.0 Summary Scope of Work.

- 1.1 Change the configuration of the existing kitchen by adding the window seat bay and by eliminating the mudroom (Rm. 102) and adjacent breakfast niche (Rm. 101). The window in Breakfast niche 101 will be blocked up and receive an outside lattice treatment to match the trellis panels on the south side of the house.
- 1.2 The area encompassed by the new kitchen and Storage Closet 105 will be gutted to expose the wall and ceiling framing. The existing flooring, including the hearth flooring under the existing range, will be removed throughout to expose the sub-flooring.
- 1.3 Renovate the existing plumbing, electrical and HVAC system to accommodate the new kitchen layout.
- 1.4 The new kitchen will receive all new finishes, fixtures and fittings.
- 1.5 The existing Butler's Pantry will receive a new wood floor, new base cabinets and selected new countertops. The existing trim grade original overhead cabinets will be preserved and matched.
- 1.6 The Butler's Pantry will also receive additional electrical outlets and new sink and faucet, and the "bread rising shelf" radiator will be removed and replaced with a two space heater.

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PHASE II: Budgetary Pricing from The General Contractor

Budgetary pricing advances the Design Development process by establishing a budget based on particular specifications and a real plan. Budgetary pricing is generally accurate to within 10% to 20% of the final construction costs defined by the final Contract Documents. The information received from this pricing process allows us to adjust the project as necessary to meet the Client's financial needs and schedule. It also allows the Clients to approve an actual budget range for the project.

GENERAL CONTRACTING FIRM Boston, MA		
<u>DESCRIPTION</u>		<u>AMOUNT</u>
160	Permits, Site Work, and Demolition	\$20,000 - \$30,000
320	Rough Carpentry and Structure Work	\$20,000 - \$30,000
340	Interior and Exterior Finish Carpentry	\$15,000 - \$30,000
450	Door & Windows	\$3,000 - \$6,000
520	Interior Finishes	\$9,000 - \$13,000
630	Appliances	\$10,000 - \$16,250
640	Cabinetry and Millwork	\$20,000 - \$40,000
720	Plumbing	\$7,000 - \$10,000
740	Heating, Ventilation, and Air Conditioning	\$20,000 - \$30,000
760	Electrical	\$15,000 - \$30,000
900	Profit and Overhead	\$50,000
TOTAL		\$189,000 - \$265,250

PHASE III: Construction Documents

FINAL SPECIFICATIONS 02.18.05
Modifications to the Newton Residence

Page 2

1010.02 The area encompassed by the new kitchen will be gutted to expose the wall and ceiling framing, including in Storage Closet 103. The existing flooring will be removed throughout to expose the sub-flooring.

1010.03 No door or A new be Additional Room.

1010.04 There will all of the existing in Butler's P plumbing.

1010.05 The cabin accessories

1010.06 The new and fitting

1010.07 The exist opening will level laundry r

1010.08 The beam a new sock above req drier will existing in receiver 4

1010.09 The Back floor vinyl

1010.10 The hard replaced

1010.11 Additional A. In B. In

80 Trowbridge Street

FINAL SPECIFICATIONS 02.18.05
Modifications to the Newton Residence

Page 1

DATE: February 16, 2005

PROJECT: Newton Residence

01000.00 GENERAL CONDITIONS
 01000.01 The Owner will occupy the home during construction.

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RESIDENCE INTERIOR FINISH SCHEDULE							DATE: 9/2/05
ROOM	WALLS	CEILING	FLOOR	BASEBOARD	CASINGS	CEILING MOLDING	NOTES
R101 Laundry	Painted finish.	Finish & repair as needed. Blueboard and skim coat plaster. Painted finish.	Existing.	Existing.	Existing. New window sashes. Poplar. Painted finish.	Existing.	Install two overhead cabinets from existing kitchen.
R102 WC	Existing.	Existing.	Existing.	Existing.	Existing.	Existing.	New W.C.
103 Kitchen	Blueboard and skim coat plaster. Painted finish.	Blueboard and skim coat plaster. Painted finish.	New hard pine to match existing. Sand & clear finish.	Match existing in Kitchen. 1 3/8" x 5-1/2" W w 1/4" bevel edge on outside edge. Poplar. Painted finish.	Match existing in Kitchen. 1 3/8" x 4-1/4" flat casing. Poplar. Painted finish.	Brosso profile 99009. Poplar. Painted finish.	New, painted, cabinets. Tile back splash.
104 Butler's Pantry	Existing. New painted finish.	Existing. New painted finish.	New hard pine to match existing. Sand & clear finish.	Match existing in Kitchen. 1 3/8" x 5-1/2" W w 1/4" bevel edge on outside edge. Poplar. Painted finish.	Match existing in Kitchen. 1 3/8" x 4-1/4" flat casing. Stair grade to match cabinetry.	N/A.	Existing upper cabinets to remain. New stair grade lower cabinets to match existing lower cabinets. New task counter tops.
105 Storage	Blueboard and skim coat plaster. Painted finish.	Blueboard and skim coat plaster. Painted finish.	New hard pine to match existing. Sand & clear finish.	Match existing in Kitchen. 1 3/8" x 5-1/2" W w 1/4" bevel edge on outside edge. Poplar. Painted finish.	Match existing in Kitchen. 1 3/8" x 4-1/4" flat casing. Poplar. Painted finish.	N/A.	New cabinets at wall opposite door. New task counter top to match Butler's Pantry.
106 Porch	New side panels & windows. New painted finish as necessary.	Existing. New painted finish as necessary.	Existing. New painted finish as necessary.	N/A.	Existing. New painted finish as necessary.	Existing. New painted finish as necessary.	New wood handrails & painted balustrades.

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 80 Trowbridge Street Cambridge MA 02138 Tel: 617-441-0900 Fax: 617-441-0901 Page 1 of 2

FINAL SPECIFICATIONS AND SCHEDULES

PHASE III: Construction Documents

Selecting the right General Contractor is one of the most important components of a successful project. We work closely with our Clients to identify and select the right contractor for their project. We participate in the interview process, the evaluation of the final pricing and in the final contract negotiations.

PHASE IV: Construction Management

We manage the construction phase of our projects by having weekly site meetings with the Client and the Builder. These meetings provide opportunities to review construction issues, upcoming decisions and the schedule. We provide meeting notes and track adjustments and tasks which arise from discussions. Collaboration and communication among the entire team—Client, Architect and Builder—are essential to a successful outcome.

<p>MEETING NOTES STAR HILL FARM 12.18.08</p> <p>29.2 <u>Tile and Stone</u> 12/14/05</p> <p>30.1 <u>Low Voltage</u> 12/7/05 12/14/05</p> <p>30.2 <u>Plumbing</u> 12/7/05 12/7/05 12/14/05</p> <p>30.3 <u>Doors and</u> 12/7/05 12/7/05</p> <p>30.4 <u>Flooring</u> 12/7/05</p> <p>30.1 <u>HVAC</u> 12/14/05</p> <p>END</p> <p>80 Troubridge St</p>	<p>Page 2 of 2</p>
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<p>MEETING NOTES NEWTON RESIDENCE</p> <p>1.5 <u>Electrical</u> 12/7/05</p> <p>15.1 <u>Landscape</u> 12/7/05</p> <p>24.1 <u>Paint</u> 12/7/05</p> <p>28.1 <u>Schedule</u> 12/7/05</p> <p>29.1 <u>Hardware</u> 12/7/05</p> <p>12/7/05</p> <p>80 Troubridge St</p>	<p>Page 1 of 2</p>
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PRODUCT: Newton Residence

MEETING NO.: A-31

MEETING DATE: December 14, 2005 @ 11:30 AM

ATTENDEES:
The Client
Jeanne Vanecko - Vanecko, Ltd.*
Laura Barnes - Vanecko, Ltd.
Bob Esler - Pomroy & Co.
Eric Pomroy - Pomroy & Co.*

PREPARED BY: Laura Barnes

DISTRIBUTED TO: *Sent via E-mail

MEETING LOCATION: Newton, MA

12/14/05 **Purpose to provide two polished samples of the Desert Sand slab for**

will

Change the dimmer for the 4 recessed lights in the Kitchen to accommodate higher wattage of lights.
12/14/05 All remaining work on the electrical service is on the exterior of the house and can be done without entering the house.

INFORMATION

Client would like to put off the pergola installation until the final landscaping is complete.
INFORMATION

Client and Mariana Mora to re-consider the wall color in the 3rd Floor Bathroom.
ACTION BY: CLIENT

The project should be complete by Christmas, with the exception of an exterior scope of work which cannot be completed until Spring.
INFORMATION

Client approved Butler NG series floor stop for the kitchen back door. Order the stop in un-lacquered brass and have Period custom finish it to match the rest of the hardware.
 Client approved Urban Archaeology, Yale towel bar for the Kitchen island.
INFORMATION

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PROJECT COMPLETION



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Please feel free to contact us if you have any questions or comments about our process, or to request a design consultation at (617) 441-0900.



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