

RESIDENTIAL PRE-CONSTRUCTION

Planning Guide



Welcome

Thank you for considering Keiter Homes. Whether you're planning to build, remodel, or renovate, we're excited to imagine the possibilities together. Our experienced and collaborative team will work with you to move your project seamlessly from concept to completion.

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The first step in any successful home-building effort is a comprehensive and thorough pre-construction process. Together, we create a project budget and construction schedule in tandem with your project's design and specifications.

The pre-construction process is critical to your project because it encompasses all **PRELIMINARY PLANNING, DESIGN**, and **ENGINEERING SERVICES** that need to occur before construction can begin. The overarching goal as we work through the process is to limit the number of items that are speculative or unclear. As the design, specifications, and pricing become more defined, the level of risk and uncertainty decreases. This helps to ensure successful and predictable outcomes for your project.

Your vision drives the project—and we're with you every step of the way—bringing excitement, professionalism, and craftsmanship to your big picture goals, as well as the details that will make your new house feel like home.

PHASE ONE:
Conceptual
Design

PHASE TWO:
Schematic
Design

PHASE THREE:
Design
Development

PHASE FOUR:
Final Plans/
Construction
Documents

The Pre-Construction Process

We start by establishing your pre-construction team, which typically includes you, the designer, and a dedicated Project Development Manager. We're happy to work with your selected designer or recommend one of our trusted partners.

Fees for our pre-construction services (including architects, engineers, and consultants) will be based on the complexity of your project, and stipulated in your Pre-Construction Agreement.



DECK AND LIVING ADDITION
Amherst, MA
C&H Architects, Inc.

PERSONALIZED TEAM

Our team is made up of experts, collaborators, planners, and problem-solvers. From start to finish, we're committed to providing a professional, transparent, and methodical experience.



THINGS TO CONSIDER

FINANCING

Start thinking about how you will finance the project. Do you need to contact a bank? What are your budget parameters?

PROPERTY

Have you purchased a building lot? If so, does the existing lot need preparation for construction? Are there any special considerations needed for road access? Will there need to be a zoning review?

MAIN DESIGN PRIORITIES

How do you want your home to feel? How do you want it to function? Are you seeking open space? Big windows? A chef's kitchen with an island for entertaining?

UTILITIES

Are water and sewer municipal or private? Is electrical service close to the property? Are there any stormwater requirements?



NEW CONSTRUCTION
Northampton, MA
C&H Architects, Inc.

PHASE ONE:

Conceptual Design

The first phase of pre-construction is Conceptual Design. The four primary goals are as follows:

- Establish the Pre-Construction Schedule
- Define your needs and wants
- Establish a thorough Rough Order of Magnitude (ROM) budget to ensure the project cost is aligned with what you want to spend
- Determine the feasibility of the project and whether there are any zoning requirements



KITCHEN RENOVATION
Amherst, MA

We'll present different scenarios to fit your needs, and you'll have an opportunity to share feedback on the conceptual design. The timing of this phase is dependent on a number of factors and can vary greatly. Our primary goal at this stage is to establish the groundwork for a successful schematic design.

Once any necessary changes have been made, we'll move on to **PHASE TWO**.



THINGS TO CONSIDER

FUNCTIONALITY

How will you live in this home and who will live here? Are there pets, children, or older relatives to consider? Is this a place you plan to live in forever? Is wheelchair (or baby stroller) accessibility important for your needs?

ARCHITECTURE

What style of home do you want? (Colonial, craftsman, split-level, etc.)

ESSENTIALS

Consider the rooms in the house. How many bathrooms do you want? Do you want a garage or a walk-in closet? Will you want a guest room or home office space?

PRIORITIES

We will establish a ROM budget for your review, which will help you refine your list of needs and priorities.

PHASE TWO: Schematic Design

Next, with a more complete understanding of zoning, mechanical, and structural requirements, we'll provide rough construction drawings and cost estimates.

At this phase, we arrive at a preliminary budget and use this estimate to ensure we're aligned with your funding. Before moving to the Design Development phase, we'll make any changes necessary to get closer to your budget/scope.



THINGS TO CONSIDER

LAYOUT

Consider everyday activities as well as special occasions. How will you move through the space? Does this layout meet your needs? Is the flow appropriate?

flow? If you have an open floor plan, does the flooring material need to transition between spaces (think wood floor to tile)?

COMMON SCENARIOS TO THINK ABOUT

- Bringing groceries in from the car
- Accessing the pantry or smaller storage spaces like a linen closet
- Hosting (dinners, outdoor parties, etc.)
- Hanging up a rain-soaked coat or putting away shoes
- Charging devices
- Leisure activities like reading in the evening or watching TV
- Putting away clean laundry
- Cooking a Thanksgiving meal

EXTERIOR

Does the exterior appearance meet your expectations? Where are doors and windows located? Are there features such as decks or porches, and if so, where are the steps located? Consider the orientation of the house. Think about sunlight throughout the seasons in regards to landscaping, gardening, or solar panels.

INTERIOR

How might you arrange furniture, and how might that affect where you place lighting? Do doors on closets and entryways open in a way that impacts



Need inspiration?
Visit our project portfolio.
SCAN TO VIEW PROJECTS

NEW CONSTRUCTION
Shelburne, MA
Jones Whitsett Architects, Inc.

PHASE THREE: Design Development

We have now reached an important milestone in the pre-construction process—the point where things start to come together and all the work we’ve done together starts to come to life.

This is the time to take a hard look at where we are and get as close as possible to final decisions so we can accurately estimate your project.

Design Development Objectives:

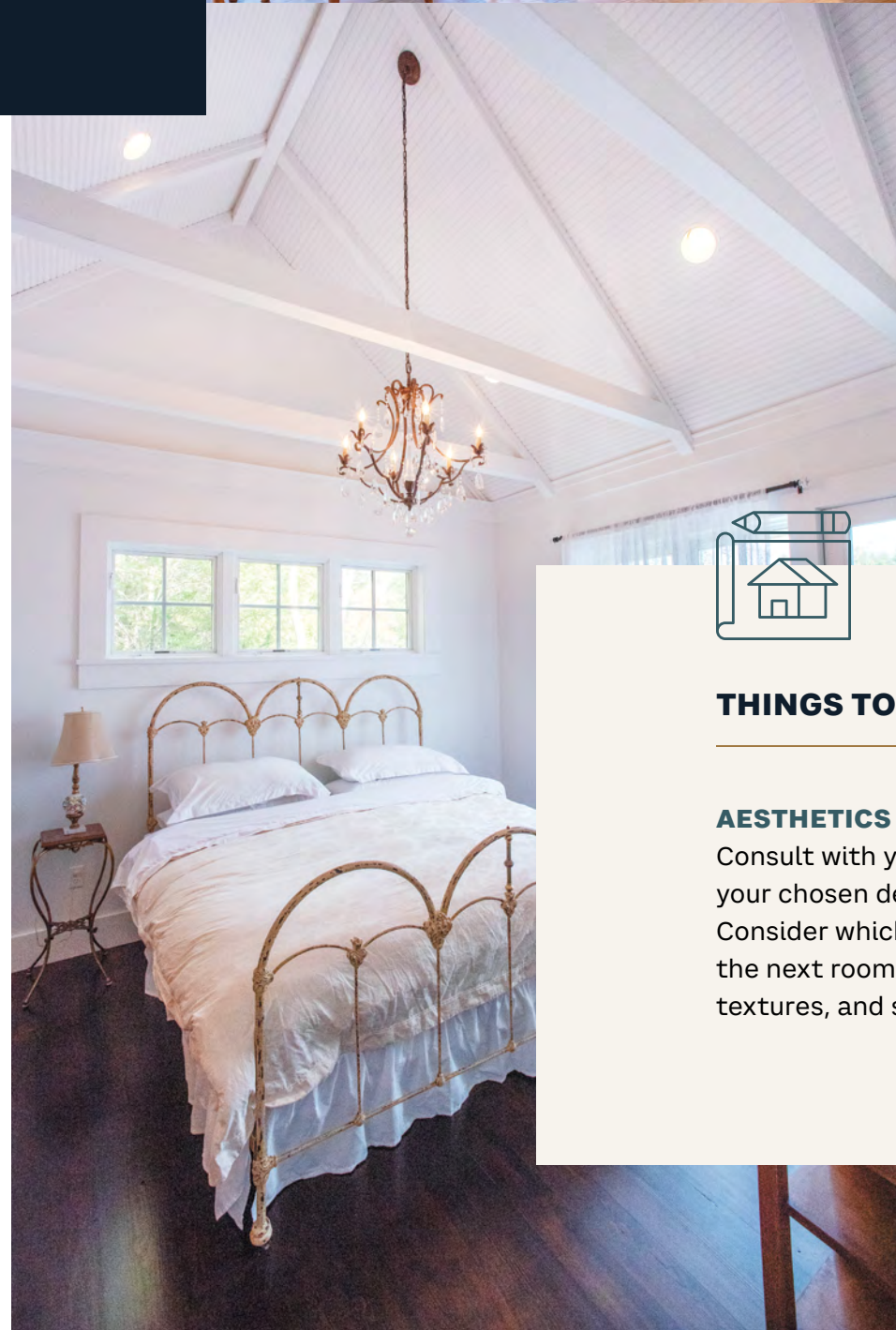
- **FINE-TUNE** layouts, materials, finishes, and fixtures
- **COLLABORATE** with our team of vendors and subcontractors to develop true market pricing and establish a refined budget
- **ESTABLISH ALLOWANCE VALUES** which will serve as a placeholder for items such as finishes or millwork that remain unspecified
- **WORK THROUGH VALUE ENGINEERING**—if the project comes in over the initial budget, we work with you to make the necessary adjustments; including downsizing, using alternate materials, or restructuring elements to achieve your vision



ADDITION (TOP)
Amherst, MA
C&H Architects, Inc.

NEW CONSTRUCTION (BOTTOM)
Westhampton, MA
Thomas Douglas Architects, Inc.

KITCHEN RENOVATION (RIGHT)
Northampton, MA
Workroom Design Studio; Nelson Gels



THINGS TO CONSIDER

AESTHETICS

Consult with your designer about how your chosen design details work together. Consider which rooms are visible from the next room, and whether the colors, textures, and style work together.

DESIGN DETAILS

Do the spaces feel like they are the right size? Does the flow between different spaces work? Is the relationship between interior and exterior spaces efficient?

PHASE FOUR: Final Plans and Construction Documents

The final phase is all about locking down the details of your project. A successful project development process is the alignment of **PROJECT PRICE**, **PROJECT SCOPE**, and **PROJECT SCHEDULE**.



NEW CONSTRUCTION
Westhampton, MA
C&H Architects, Inc.



PROJECT PRICE

Our team works collaboratively to perform a comprehensive review of your final budget.



PROJECT SCOPE

The Project Scope of Work will be clearly defined and presented for your final review.

Project specifications include:

- Building assemblies
- Structural details
- Finish selections
- Window and door schedules
- Fixture schedules
- Mechanical specifications
- Allowance summary
- Drawings (from architect)



PROJECT SCHEDULE

Once the price and scope are established, a rough project schedule will be created, allowing you the ability to look forward and plan accordingly.

NEXT STEPS

Once your Price, Scope, and Schedule are finalized, your contract documents will be prepared for signature and permitting will be initiated.

WHY KEITER

95%

of residential pre-construction clients go on to hire us as their general contractor.

“

High-quality degree of professionalism and know-how. I was always pleased with prompt communication and quality, down to the small details of the work. For integrity, intelligence, advice, and design, Keiter is a stand-out.

NORTHAMPTON HOMEOWNER

“

I am an architect who has worked with Keiter on a number of projects. They are fantastic general contractors, with a highly skilled team of quality builders. They are responsive and effective communicators, and drive a project efficiently from start to finish. I am always happy when clients hire them, because I know they will get the job done well and on time. As a company, and as individuals, they are a joy to work with and they receive my highest recommendation.

ELIZABETH MORGAN, ARCHITECT

GLOSSARY

a

ADAPTIVE REUSE

Reusing an existing building for a purpose other than which it was originally built or designed for

ALLOWANCE

An amount established in the contract documents (included in the total contract price) intended to cover the cost of prescribed items that are not specified in enough detail

C

CHANGE ORDER (CO)

A change to the original contract scope of work, resulting in either an increase or decrease in project costs and/or schedule

CONCEPTUAL DESIGN

An early phase of the design process in which the broad outlines of function and form are articulated

e

ECO-FRIENDLY BUILDING

Construction that is environmentally responsible and resource-efficient

p

PRE-CONSTRUCTION

A process to thoroughly assess and plan to mitigate risks associated with a construction project

r

REQUEST FOR INFORMATION (RFI)

A solicitation of information critical to the building project that needs clarification

ROUGH ORDER OF MAGNITUDE (ROM)

An initial estimate of the project cost, based on experience and historical examples

S

SCOPE OF WORK

The category of work a contractor performs (electrical, plumbing, HVAC, etc.)

V

VALUE ENGINEERING

A systematic, organized approach to providing necessary functions in a project at the lowest cost



Interested in working with Keiter Homes? Please get in touch to arrange a follow-up conversation about your project.

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If you're embarking on a new project, we're willing to bet you have questions.
SCAN TO VIEW FAQs

NEW CONSTRUCTION
Westhampton, MA
New England Home Designs

NOTES





NEW CONSTRUCTION
Easthampton, MA
C&H Architects
Workroom Design