

TAYLOR *Made Plans*

935A Woodland Street, Nashville, TN 37206 • 615.650.8956 • info@taylormadeplans.com
www.taylormadeplans.com

June 17, 2008

What is Taylor Made Plans, LLC?

Taylor Made Plans provides pre-construction planning services for every aspect of residential remodeling. Services include pre-construction consultation and creation of blueprints for home additions and renovations, as well as help with contractor selection and project administration. We also design new homes, modern and historical; we specialize in "infill," that is, inserting new homes on vacant lots within older neighborhoods that fit seamlessly within the neighborhood context. Lynn has completed countless commercial and residential design projects and spent approximately 15 years under the umbrella of architectural firms. Taylor Made Plans was launched in January, 2000, as a remodeling resource for homeowners, as well as realtors, interior designers, and contractors preparing an investment property for sale.

How will Taylor Made Plans, LLC assist clients with remodeling projects?

Consultation

Our services begin with an on-site consultation meeting for a fee of \$125 per hour (including driving time to and from our office, with a \$125 minimum.) During this meeting, we and the homeowners will discuss the project and consider such questions as:

- Is the project feasible?
- Is remodeling the best option versus moving to a different home?
- Will the money spent on remodeling give a good return on investment if the homeowners later sell the house?
- Will the project suit the family's lifestyle?

At this time, we will show samples of our work, including before and after photographs and construction drawings (blueprints), and provide references. If the homeowners are able to define the scope of the project at this time, we can quote a flat fee (plus expenses) for design services by the end of this initial consultation visit.

Before this initial consultation, it is helpful for homeowners to consider:

- What works and what doesn't work with the current space?
- What are the family's needs for the next five years?
- What is the budget?
- What is the house approximately worth (in terms of cost per square foot)?
- Collect photographs and pictures from magazines of aspects liked and disliked.

Schematic Design Phase

Sometimes with extensive remodeling projects, it is difficult to estimate a figure for the construction cost of a project without first obtaining quotes from contractors. If the homeowners have concerns about whether the project is feasible based on their budget, Taylor Made Plans will provide schematic plans at a percentage of the overall construction drawings package cost. During this phase, we will have two to four meetings to consult with the homeowners and to photograph and measure the space. Schematic designs will include:

- Minimally detailed plans
- Demolition floor plan
- New construction floor plan

- Exterior elevations

Although they will not include details or notes suitable for construction, these designs are sufficient for obtaining “ballpark” quotes from one or two contractors before proceeding further with the project. In addition, they can be used for obtaining historic commission approval if the home is located within a historical district. This phase also includes submitting drawings and all necessary forms to the Metro Historic Commission, if the home is located within a historical district, and appearing before the Commission when the homeowners’ plans are considered. If the homeowner is comfortable with the ballpark estimates, Taylor Made Plans will proceed with construction drawings.

Construction Drawing Phase

This phase consists of drawing detailed construction plans (or refining schematic drawings) including:

- Foundation layout plan
- Electrical layout plan
- Framing layout plan
- Wall sections and details

There will be two to four consultations with the homeowners to review the designs as they progress. At this phase, we will bring in the structural engineer to review the site. This phase also includes submitting the final design drawings to the Metro Historic Commission, if the home is located within a historical district.

Schematic Design and Construction Drawing Phases

Compensation for Taylor Made Plans’ design services is a fixed fee plus blueprinting charges (printing cost + processing), once the scope of work is defined. Twenty-five percent is due as a deposit upon commencement of the work, with the remaining amount payable in installments as the work progresses. If the homeowners change the scope of work during the design period, additional fees will apply. The initial consultation fee will not be credited toward any design fees.

Contractor Bidding Process

Assistance in selecting a contractor is included in the design services package. Taylor Made Plans can provide contractor recommendations, upon request, and will be available for questions and review of the bids.

Some important things to consider during the bidding process:

- Homeowners should obtain two to three contractor quotes.
- We recommend that homeowners not share their budget with the prospective contractors.
- During the bidding process, Taylor Made Plans will not share quotes with other prospective contractors and recommends that homeowners follow these guidelines, as well.
- Taylor Made Plans does not make any money from referrals of contractors and provides them solely as a service to our clients.
- Homeowners need to be aware that contractor quotes often vary significantly due to their overhead structure and subcontracting arrangements.
- Homeowners are responsible for checking the referrals, licenses, and liability insurance of each contractor.

Although Taylor Made Plans provides much assistance, homeowners are responsible for selecting their own contractors and executing their own contract. Ultimately, homeowners need to make their selection based on their intuition, how comfortable they feel with the way the contractor conducts business and his or her references.

Other Professional Services

Homeowners need to be aware that different municipalities have varying requirements for the issuance of building permits, and these requirements may necessitate the use of other professional services. Should any of the professionals listed below be required, Taylor Made Plans can give referrals and will coordinate with these individuals in order to facilitate their work. Their fees are individually determined and are in addition to our design fees.

Some projects may require that a structural engineer make a site visit and/or review the construction drawings in order to size the foundation, framing members and beams. The fee for these services varies, but homeowners could expect to pay between \$300 and \$1,200 +/- for projects. Some projects may also require that a civil engineer be consulted to review the site plan and conduct a property survey. These fees could range between \$500 and \$1,500 +/- **These are only estimates of professional fees; each project is different.** Finally, some municipalities may require homeowners use the services of a landscape architect.

Taylor Made Plans can also assist in evaluating whether an interior designer should participate in the project, since interior design elements will not be specified in our designs. If homeowners need assistance in selecting interior finishes, such as paint colors, cabinetry, flooring surfaces, hardware, trim, countertops, lighting fixtures, plumbing fixtures, etc. they should consult an interior designer, for whom we would be happy to provide referrals.

Construction Administration

Another important benefit to a Taylor Made Designs package is that we provide phone consultation throughout the project. This includes being available to the homeowners and contractors for questions or clarifications on drawings or minor modifications due to unknown circumstances or a change in codes. We will also make two site visits (and more on request for an additional fee) that will help keep the construction on track according to the needs of the homeowners. We always encourage homeowners or contractors to call with any concerns.

Why choose Taylor Made Plans, LLC?

Our founder, Lynn Taylor, has over twenty-four years of experience in residential and commercial design. One of her residential designs won the 2005 Great American Home Awards® presented by the National Trust for Historic Preservation and *Old-House Journal* in the infill housing category. Her infill housing business was one of three winners out of 16,000 entries in the Oxygen Network's "Oh Get the Money: Build Your Own Business" Contest in 2004. She was also a finalist for Woman Business Owner of the Year from the Nashville Chapter of NAWBO in 2004. Her designs have won awards and honorable mentions from the Historic Commission of Metropolitan Nashville. In October, 2006, one of Taylor Made Plans' historic modern duplex plans was selected as a Design Excellence Award winner in Wilmington, NC's "Saving Spaces – Progressive Design for Infill Lots" competition.

Lynn speaks regularly at conferences and workshops. She has appeared on "House Calls," a radio talk show of WLAC, instructed at the University School of Nashville, and participated on a panel for the Tennessee Economic Council on Women. She was the chair of the APTA Appraisal Fair (Association for the Preservation of Tennessee Antiquities) in 2005 and 2004, was the chair of Old House Fair 2003 and has served on the board of Advisors to Magdalene, a Nashville charity for women recovering from drug addiction, the board of Historic Nashville, Inc. and the Lockeland Springs Neighborhood Association.

Lynn is a member of AIBD (American Institute of Building Design), as well as a member of the National Trust for Historic Preservation, Tennessee Preservation Trust, NAWBO (National Association of Women Business Owners), Tennessee chapter of the USGBC (US Green Building Council), and NAWIC (National Association of Women in Construction), among other organizations. Taylor Made Plans has been certified as a Woman-Owned Business Enterprise by NWBOC (National Women Business Owners Corporation) and as a Women's Business Enterprise by WBENC (Women's Business Enterprise National Council).

Lynn Taylor is a member of the American Institute of Building Design, a national association. Lynn Taylor is not an architect. No employee of Taylor Made Plans, LLC, is an architect. In most states, including Tennessee, the practice of Residential Design is exempt from the laws governing the practice of architecture. Lynn Taylor and Taylor Made Plans, LLC, will perform no work outside the exemptions from the practice of architecture listed in Tennessee Code Annotated Section 62-2-102(b).