


Scope of Architectural Services

 Print this page

This chart is a list of typical services offered by the architect and their subconsultants. The nature of the individual project and the services customized to the client's needs will determine the scope of services required.

Scope of Architectural Services						
Project Inception	Project Assessment	Concept Approval	Approvals from Authorities	Awards of Construction Contract	Substantial Performance of Construction/Occupancy Permit	
1.0 Pre-design	2.0 Schematic Design	3.0 Design Development	4.0 Construction Documents	5.0 Bidding or Negotiation	6.0 Construction Phase – Contract Administration	7.0 Post-construction
ARCHITECT'S SERVICES <ul style="list-style-type: none"> Facility programming Space relationships/flow diagrams Project development scheduling Project budgeting Life cycle cost studies Economic feasibility studies Agency consulting/review/approval Site selection/analysis utilization Environmental studies Energy studies Existing facilities surveys Client-supplied data coordination Services related to project management Presentations Marketing studies Project financing Special studies Re-zoning assistance Project promotion SPECIAL CONSULTANTS' SERVICES <ul style="list-style-type: none"> Legal survey Geotechnical analysis 	ARCHITECT'S SERVICES <ul style="list-style-type: none"> Client-supplied data coordination Program and budget evaluation Review of alternative design approaches Architectural schematic design Schematic design drawings and documents Statement of probable construction costs Client consultation Interior design concepts Special studies (future facilities, environmental impact, etc.) Special submissions or promotional presentations Special models, perspectives or computer presentations Project management Agency consultation CONSULTANTS' SERVICES <ul style="list-style-type: none"> Structural design concepts Mechanical design concepts Electrical design concepts Statements of probable costs SPECIAL CONSULTANTS' SERVICES <ul style="list-style-type: none"> Civil design concepts Landscape concepts Statements of probable costs 	ARCHITECT'S SERVICES <ul style="list-style-type: none"> Client-supplied data coordination Design coordination Architectural design development Design development drawings and documents Statement of probable construction costs Client consultation Interior design development Special studies/reports (planning tenant or rental spaces, etc.) Promotional presentations Models, perspectives or computer presentations Project management Agency consultation CONSULTANTS' SERVICES <ul style="list-style-type: none"> Structural design development Mechanical design development Electrical design development Statements of probable costs SPECIAL CONSULTANTS' SERVICES <ul style="list-style-type: none"> Civil engineering design development Landscape development Detailed construction cost estimates or quantity surveys 	ARCHITECT'S SERVICES <ul style="list-style-type: none"> Client-supplied data coordination Project coordination Architectural construction documents (working drawings, form of construction contract and specifications) Document checking and coordination Statement of probable construction costs Client consultation Interior construction documents Alternative bid details and special bid documents Project management Agency consultation CONSULTANTS' SERVICES <ul style="list-style-type: none"> Structural construction documents Mechanical construction documents Electrical construction documents Statements of probable costs SPECIAL CONSULTANTS' SERVICES <ul style="list-style-type: none"> Civil engineering construction documents Landscape documents Detailed construction cost estimates or quantity surveys 	ARCHITECT'S SERVICES <ul style="list-style-type: none"> Client-supplied data coordination Project coordination Issue bidding documents Issue addenda Bid evaluation Construction contract Client consultation Separate bids or negotiated bids Services related to bidders' proposals Project management CONSULTANTS' SERVICES <ul style="list-style-type: none"> Issue bidding documents Issue addenda Bid evaluation SPECIAL CONSULTANTS' SERVICES <ul style="list-style-type: none"> Issue bidding documents Issue addenda Bid evaluation 	ARCHITECT'S SERVICES <ul style="list-style-type: none"> Construction review Progress reports/evaluation Process Certificates for Payment Interpretation of contract documents Review of shop drawing product data/sample Change orders Substantial Performance Report and certification Client consultation Interior construction inspection Full-time project representation Administration of separate contracts Project management Promotional material Record drawings Agency consultation CONSULTANTS' SERVICES <ul style="list-style-type: none"> Structural inspection/reports Mechanical inspection/reports Electrical inspection/reports Record drawings Certification of progress SPECIAL CONSULTANTS' SERVICES <ul style="list-style-type: none"> Civil construction inspection Landscape inspection Detailed cost accounting 	ARCHITECT'S SERVICES <ul style="list-style-type: none"> Field review Deficiency assessment Instructions for correction of deficiencies Review of warranties Total performance inspection and certification Client consultation Start-up assistance One-year warranty inspections OTHER SERVICES <ul style="list-style-type: none"> Fine arts/ crafts/ graphics Non-building equipment selection Building analysis and reports Services related to alterations and demolition Life cycle cost monitoring Environmental monitoring One-year warranty inspections CONSULTANTS' SERVICES <ul style="list-style-type: none"> Start-up assistance Systems performance review Non-building equipment selection Life cycle cost monitoring Services related to alterations and demolition

[Click for Full-Size PDF Table](#)

T 1-844-856-RAIC | chop@raic.org

[Privacy](#) | [Legal/Copyright](#) | [About RAIC/IRAC](#) | [Site Map](#)

Royal Architectural Institute of Canada
Institut royal d'architecture du Canada

The Canadian Handbook of Practice for Architects
 © RAIC 2020