









# PROCESS - PHASES - CORE SERVICES

In order to create clarity and to make sure we focus on the important issues in your project, we structure the workflow into four phases: **RESEARCH - DESIGN - SPECIFICATION - IMPLEMENTATION**

Every phase consist of a number of core services which, depending on the complexity and type of job, can be combined as a sort of building blocks. This results in a customized process, suited to fit your needs exactly.

MILESTONE	PHASES	CORE SERVICES	
START-UP MEETING	<p>1</p>  <p>RESEARCH</p>	<p><b>Skills and analytical tools</b></p> <ul style="list-style-type: none"> <li>- Spatial analysis</li> <li>- Capacity- and flow studies</li> <li>- Behavioural studies</li> <li>- Dialogue meetings</li> <li>- Workshops</li> </ul> <p><b>Registration</b></p> <ul style="list-style-type: none"> <li>- All spaces and existing inventory</li> </ul>	
SPECIFYING THE VISION	<p>2</p>  <p>DESIGN</p>	<p><b>Concept and interior proposal</b></p> <ul style="list-style-type: none"> <li>- Reconstruction input</li> <li>- Design concept</li> <li>- Space planning / plan sketch</li> <li>- Furniture and lighting</li> <li>- Materials and colours</li> <li>- Spatial graphics / wayfinding</li> <li>- Custom design</li> <li>- 3D visualization</li> </ul>	
IDEA PROPOSAL			
INTERIOR PROPOSAL	<p>3</p>  <p>SPECIFICATION</p>	<p><b>Content for tender / Detailing the tender, as consisting of:</b></p> <ul style="list-style-type: none"> <li>- Project drawings</li> <li>- Specifications</li> <li>- Inventory lists in detail</li> </ul> <p><b>Budget proposal</b></p>	
DETAILING THE TENDER			
FINAL DELIVERY, IMPLEMENTATION AND FOLLOW UP	<p>4</p>  <p>IMPLEMENTATION</p>	<p><b>Co-ordinating the implementation</b></p> <ul style="list-style-type: none"> <li>- Overseeing at construction site</li> <li>- Communicating with landlord, contractor, suppliers and owner.</li> </ul> <p><b>Follow up</b></p>	

## A TYPICAL PROCESS:

