

## PROJECT DISCOVERY

# A planning guide.

Before any commercial construction project gets underway, owners who have thought through the questions below tend to have smoother, faster engagements through the duration of the project. This guide walks you through the key areas. There are no wrong answers, and not everything needs to be decided upfront. The goal is simply to help you think it through.

THE PROJECT	
Having a clear project description helps to understanding the scope, complexity, and ensuring the right team is at the table.	
Project name and address	
What type of project is it?	<input type="checkbox"/> Industrial/Manufacturing <input type="checkbox"/> Science/Technology <input type="checkbox"/> Office <input type="checkbox"/> Tenant Improvement <input type="checkbox"/> Healthcare/Wellness <input type="checkbox"/> Retail <input type="checkbox"/> Community <input type="checkbox"/> Hospitality <input type="checkbox"/> Commercial <input type="checkbox"/> Other: _____
What best describes the type of work?	<input type="checkbox"/> Ground-up new construction <input type="checkbox"/> Renovation/Remodel <input type="checkbox"/> Tenant Improvement <input type="checkbox"/> Addition
Briefly describe your project. <i>(Approx size in sq ft, number of stories, special features, how it will be used.)</i>	
YOUR BUSINESS CASE	
What's the purpose behind your project? This will help align stakeholders and your builder recommend the approach and sequencing.	
What is driving your project?	<input type="checkbox"/> Expanding current operations <input type="checkbox"/> Opening a new location <input type="checkbox"/> Creating an income-producing property improvement <input type="checkbox"/> Replacing or upgrading an existing facility <input type="checkbox"/> Other: _____
Is this part of a larger development strategy or multi-phase plan?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If yes — what does the bigger picture look like? *(Describe any future phases, additional sites, or long-range plans that might affect how this project is designed or built.)*

## WHERE THINGS STAND

Do you have an idea of your budget and timeline? Have you started the process? This will help a general contractor guide on approaches, estimates, timelines and resources needed.

Target construction budget:

Desired project start:

Target completion/occupancy date:

Have you selected an architect or design firm?

- Yes, firm name: \_\_\_\_\_  
 Not yet

Where are you in the design process?

- Concept/Early idea  
 Schematic design  
 Design development  
 Construction documents

Have you started the zoning or local approval process?

- Not yet started    In process    Approved

What is the land or site status?

- Not yet secured    Already owned    Under contract

List any hard deadlines driving your schedule. *(Example: Lease expiration, operational need, financing terms, etc.)*

## YOUR TEAM

Who are the stakeholders in your project? Mapping this out early will help prevent delays and miscommunication down the road.

Contacts + Roles

What's next?

If you're thinking about a project, we'd welcome the opportunity to connect. Ideal Builders partners with clients early to align scope, budget, and schedule—helping reduce unknowns and set the project up for success. Reach out when you're ready to start the conversation.